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www.seattle.gov/neighborhoods

Department Overview

The Seattle Department of Neighborhoods (DON) mission is to strengthen Seattle by engaging all communities. DON serves residents of Seattle by providing programmatic support and building inclusive partnerships to help ensure that they receive equitable access to government and opportunities to build community.

DON has three lines of business:

Community Building delivers technical assistance, supports services, boards and commissions, and programs in neighborhoods to strengthen local communities, engages residents in community improvement, and leverages resources. The programs that support this work include:

- Community Engagement Coordinators
- Community Liaisons
- Community Safety
- Historic Preservation
- Major Institutions and Schools
- P-Patch Community Gardening
- Participatory Budgeting (Your Voice, Your Choice)
- People's Academy for Community Engagement (PACE)
- Reimagination and Recovery

Leadership and Administration provides executive leadership, communications, and internal operations and administration support for the entire department. This support includes financial, human resources, information technology, facility, and administrative functions.

Community Grants provides financial and technical support to local grassroots projects within neighborhoods and communities by providing funding to implement community-driven improvement projects. The programs that support this work include:

- Neighborhood Matching Fund
- Duwamish River Opportunity Fund
- Food Equity Fund

Budget Snapshot				
		2020 Actuals	2021 Adopted	2022 Proposed
Department Support				
General Fund Support		13,190,751	14,946,754	18,054,437
Other Funding - Operati	ing	-	1,472,939	3,144,640
	Total Operations	13,190,751	16,419,693	21,199,078
	Total Appropriations	13,190,751	16,419,693	21,199,078

Full-Time Equivalents Total*

65.00

64.00

75.50

* FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

Budget Overview

The Seattle Department of Neighborhoods (DON) 2022 Proposed Budget is anchored in both restoration and reimagination. Adjustments were made to both restore funding and positions lost during the pandemic as well as increase needed investments in new programs and resources that prioritize the needs of Seattle's most disenfranchised communities. It reflects DON's commitment to centering racial equity, investing in community-driven solutions, and reimagining local government to better serve Black, Indigenous, and People of Color (BIPOC) communities.

Advancing Equity

The 2022 Proposed Budget adds funding to build and launch programs centered on advancing equity. It includes a new investment of \$1.8M from the Equitable Communities Initiative to develop a holistic generational wealth education program to help residents and business owners disproportionately affected by systemic racism to build wealth and achieve stability. In addition, the newly launched Food Equity Fund (FEF) will receive two increases in funding for a total new investment of \$2.25M. This investment increase was a coordinated recommendation from the Equitable Communities Initiative Task Force in 2021 as well as the Sweetened Beverage Tax Community Advisory Board. This investment increase includes five new FTEs to scale and administer this granting program. The FEF will invest in community-based projects designed and led by the people most impacted by race, social, health, and environmental injustices.

Strengthening Outreach and Engagement

The 2022 Proposed Budget strengthens DON's investment in improving coordination of equitable community engagement throughout the City. It includes position and budget authority for a full-time employee to provide strategic advisement, coordination, and support to the City's portfolio of work in the Chinatown International District. It also adds two new Strategic Advisor positions, backed by revenues from Seattle Public Utilities, that will allow DON to increase equitable engagement to communities most impacted by the City's growth and infrastructure needs

Restoring Staffing

As a result of budget reductions in 2020 and 2021, some DON programs have been operating with reduced staffing. The 2022 Proposed Budget restores staffing for both the Historic Preservation and Major Institutions and Schools programs, better positioning DON to meet the demands of future development as the City recovers from the pandemic. DON will also realign existing staff to address emerging and on-going outreach and engagement needs in coordination with other City departments.

Additional Investments

DON's proposed budget provides additional investments to support the Seattle City Charter mandated redistricting process, the facilitation of Payroll Tax Oversight Committee, as well as proven programs that address public safety in South Park, Rainier Beach, and Chinatown International District.

Incremental Budget Changes

Department of Neighborhoods

	Dollars	FTE
2021 Adopted Budget	16,419,693	64.00
One-time reversals	(250,000)	-
Health Care Reconciliation - Leadership & Administration	-	-
Health Care Reconciliation - Community Building BSL	-	-
True up of retirement accounts	34,430	-
Other budget neutral baseline accounts clean up	-	-
Expenditure to Revenue Reconciliation	(140,057)	-
Investment in the Food Equity Fund (Equitable Communities Initiative)	750,000	1.00
Increase Food Equity Fund Programming	1,500,000	4.00
Add SA1 for Chinatown International District Outreach & Engagement	151,701	1.00
Add Staffing for Outreach and Engagement for Seattle Public Utilities	371,805	2.00
Restore Staffing for Historic Preservation and Major Institutions and Schools programs	78,839	-
Restore Funding for South Park Public Safety Coordinator	110,000	-
Factor Inflation to Rainier Beach: A Beautiful Safe Place for Youth	22,531	-
Provide Resources For Redistricting	275,000	-
Provide Resources for Wealth Education (Equitable Communities Initiative)	1,800,000	2.50
Eliminate Funding for Find It Fix It	(30,000)	-
Payroll Tax Oversight Committee Facilitation	171,701	1.00
Language Premium Staff Stipend	16,800	-
Repurpose existing position from Community Engagement Coordinators to Community Liaisons Program	-	-
Centralize Budget for Language Access for Certain Programs in DON	-	-
True up Expenditure and Revenue Budget for Outreach & Engagement	(321,495)	-
Centralize Health Care - Proposed Phase	-	-
Baseline		
Baseline Adjustments for Personnel Costs	88,690	-
Citywide Adjustments for Standard Cost Changes	149,439	-
Total Incremental Changes	\$4,779,385	11.50
Total 2022 Proposed Budget	\$21,199,078	75.50

Description of Incremental Budget Changes

One-time reversals		
Expenditures	\$(250,000)	
	the 2021 Adopted Budget. Items being removed include South own/International District Visioning Phase II (\$175K).	Park Public
Health Care Reconciliation - Leadersh	ip & Administration	
Expenditures	-	
This item transfers healthcare expendineutral.	tures to the correct BSL. This item is an account reconciliation a	nd is budget
Health Care Reconciliation - Commun	ity Building BSL	
Expenditures	-	
This item transfers healthcare expendineutral.	tures to the correct BSL. This item is an account reconciliation a	nd is budget
True up of retirement accounts		
Expenditures	\$34,430	
This item is a true up of retirement acc	count expenditures per the updated Central Cost Manual.	
Other budget neutral baseline accoun	its clean up	
Expenditures	-	
This item is a budget-neutral accounts	reconciliation.	
Expenditure to Revenue Reconciliatio	n	
Expenditures	\$(140,057)	
This item is a true up of expenditure a	uthority based on revised revenue projections.	
Investment in the Food Equity Fund (I	Equitable Communities Initiative)	
Expenditures	\$750,000	
Position Allocation	1.00	

This item adds \$750,000 of on-going funding and 1 FTE Planning & Development Specialist II (PDS II) for additional investments in the Food Equity Fund (FEF). This investment was recommended by the Equitable Communities Initiative Task Force.

Increase Food Equity Fund Programming

Expenditures \$1,500,000
Position Allocation 4.00

This item adds \$1.5M to the FEF for awards. This item adds position authority and allocates funding for 4 FTEs to scale and administer the fund. The FEF was originally proposed in 2020 as the Healthy Food Fund, bringing together resources from DON and HSD; however, launch of that program was delayed due to COVID-19. This funding increase was recommended by the Sweetened Beverage Tax Citizens Advisory Board (SBTCAB) and the Equitable Communities Initiative Task Force.

Add SA1 for Chinatown International District Outreach & Engagement

Expenditures \$151,701
Position Allocation 1.00

This item adds position and budget authority for 1 FTE Strategic Advisor 1 to provide overall strategic advisement, coordination, and support for the portfolio of investments in the Chinatown-International District (CID). Funding for community planning was included in prior budgets as one-time; this item makes support for that work ongoing.

Add Staffing for Outreach and Engagement for Seattle Public Utilities

Expenditures \$371,805
Revenues \$371,805
Position Allocation 2.00

This item adds position and funding for 1.0 FTE Strategic Advisor 1 (SA1) and 1.0 FTE Strategic Advisor 2 (SA2) and program expenses to support community outreach and engagement interdepartmental partnerships. These changes will be revenue-backed by revenues from Seattle Public Utilities (SPU). DON will enter into a Memorandum of Agreement (MOA) with SPU, building upon an established inter-departmental cost-sharing model aimed at improving coordination of equitable community engagement throughout the City.

Restore Staffing for Historic Preservation and Major Institutions and Schools programs

Expenditures \$78,839

This item restores to full funding 1 FTE Community Development Specialist position in the Historic Preservation program and a 1 FTE Planning & Development Specialist Sr position in the Major Institutions and Schools program.

Restore Funding for South Park Public Safety Coordinator

Expenditures \$110,000

This item restores funding for the South Park Public Safety Coordinator. Funding for this contract was added on a one-time basis in the 2021 Adopted Budget and as a result removed from the Baseline as previously described. This change is an on-going restoration of funding.

Factor Inflation to Rainier Beach: A Beautiful Safe Place for Youth

Expenditures \$22,531

This item provides 2.4% inflationary adjustment to 2021 base funding for Rainier Beach: A Beautiful Safe Place for Youth programming.

Provide Resources for Redistricting

Expenditures \$275,000

This item provides resources for redistricting which include commissioner support, temporary staffing back-fill, consultant support, language access needs, information technology, and other programmatic expenses as dictated by the Seattle Municipal Code for the purpose of redrawing Seattle City Council districts follow the 2020 Census.

Provide Resources for Wealth Education (Equitable Communities Initiative)

Expenditures \$1,800,000
Position Allocation 2.50

This item adds \$1,800,000 in on-going funding to develop a holistic wealth education program intended to support BIPOC residents and business owners build wealth and achieve stability.

The program should include a pipeline of generational wealth resources related to home ownership, business development, financial planning, education, and health and leverage technology to connect BIPOC communities to available services from the City and partner organizations. This investment was recommended by the Equitable Community Initiative Task Force.

Eliminate Funding for Find It Fix It

Expenditures \$(30,000)

This item eliminates funding for Find It Fix It awards. DON provides financial and technical support to local grassroots projects within neighborhoods and communities by providing funding to implement community-driven improvement projects. The programs that support this work include the Neighborhood Matching Fund, Duwamish River Opportunity Fund and Food Equity Fund.

Payroll Tax Oversight Committee Facilitation

Expenditures \$171,701
Position Allocation 1.00

This item provides funding for 1 FTE Strategic Advisor 1 to facilitate the newly created payroll tax oversight committee.

Language Premium Staff Stipend

Expenditures \$16,800

This item increases ongoing appropriation authority for language services stipends. Per the Coalition of City Unions collective bargaining agreement, City employees who are multilingual and provide language services, such as interpretation and translation, to communicate with clients and/or other employees in business-related situations are now eligible for a monthly language premium stipend. The amounts in the 2022 budget are estimates based on the eligible employees from 2021.

Repurpose existing position from Community Engagement Coordinators to Community Liaisons Program

Expenditures -

Position Allocation -

This item repurposes an existing position and funding from the Community Engagement Coordinator program to the Community Liaison program to align with citywide needs and department priorities. This change is budget neutral.

Centralize Budget for Language Access for Certain Programs in DON

Expenditures -

This item moves \$16,000 from the Community Liaisons (CL) program expenses budget for Language Access to the Leadership and Administration/Departmental Indirect Costs program). This amount will be consolidated to the existing Language Access budget of \$2,143 in Internal Operations, for a total Language Access budget of \$18,143. This budget-neutral adjustment aims to better align where the central budget for Language Access should be accessed and tracked.

True up Expenditure and Revenue Budget for Outreach & Engagement

Expenditures \$(321,495)
Revenues \$(321,495)

This item reduces expenditure budget authority by \$321,945 commensurate with the estimated revenue reduction pertaining to the DON/SDOT Memorandum of Agreement.

Centralize Health Care - Proposed Phase

Expenditures -

This item is a budget neutral technical adjustments to move health care budget from individual programs to the Central Indirect Costs program. DON centralizes health care costs in this program.

Baseline

Baseline Adjustments for Personnel Costs

Expenditures \$88,690

This centrally administered change adjusts appropriations to restore the annual wage increase for non-represented Executives, Managers and Strategic Advisors, which was forgone in 2021 due to financial constraints.

Citywide Adjustments for Standard Cost Changes

Expenditures \$149,439

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, including rates from the Department of Finance & Administrative Services, Seattle Information Technology Department, Seattle Department of Human Resources, and for healthcare, retirement and industrial insurance charges for the department. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

Expenditure Overview

Appropriations	2020 Actuals	2021 Adopted	2022 Proposed
DON - BO-DN-I3100 - Leadership and Administratio	n		
00100 - General Fund	4,243,570	5,175,954	5,591,594
Total for BSL: BO-DN-I3100	4,243,570	5,175,954	5,591,594
DON - BO-DN-I3300 - Community Building			
00100 - General Fund	6,365,782	6,266,904	8,253,428
14500 - Payroll Expense Tax	-	-	171,701
Total for BSL: BO-DN-I3300	6,365,782	6,266,904	8,425,129
DON - BO-DN-I3400 - Community Grants			
00100 - General Fund	2,581,399	3,503,896	4,209,415
00155 - Sweetened Beverage Tax Fund	-	1,472,939	2,972,939
Total for BSL: BO-DN-I3400	2,581,399	4,976,835	7,182,354
Department Total	13,190,751	16,419,693	21,199,078
Department Full-Time Equivalents Total*	65.00	64.00	75.50

^{*} FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

Budget Summary by Fund Department of Neighborhoods

	2020 Actuals	2021 Adopted	2022 Proposed
00100 - General Fund	13,190,751	14,946,754	18,054,437
00155 - Sweetened Beverage Tax Fund	-	1,472,939	2,972,939
14500 - Payroll Expense Tax	-	-	171,701
Budget Totals for DON	13,190,751	16,419,693	21,199,078

Revenue Overview				
2022 Estin	nated Revenues			
Account Code	Account Name	2020 Actuals	2021 Adopted	2022 Proposed
322900	Nonbus Lic&Perm-Other	181,888	111,500	111,500
331110	Direct Fed Grants	86,310	-	-
334010	State Grants	210,000	-	-
337010	Interlocal Grants	11,000	-	-
341300	Administrative Fees & Charges	1,331,339	1,813,563	1,863,873
360350	Other Rents & Use Charges	118,360	135,000	135,000
360900	Miscellaneous Revs-Other Rev	82,418	95,220	95,220
Total Reve	enues for: 00100 - General Fund	2,021,315	2,155,283	2,205,593
322900	Nonbus Lic&Perm-Other	417	-	-
Total Reve Inspection	enues for: 48100 - Construction and as	417	-	-
Total DON	I Resources	2,021,732	2,155,283	2,205,593

Appropriations by Budget Summary Level and Program

DON - BO-DN-I3100 - Leadership and Administration

The purpose of the Leadership and Administration Budget Summary Level is to provide executive, community, financial, human resource, technology and business support to the Department of Neighborhoods.

Program Expenditures	2020 Actuals	2021 Adopted	2022 Proposed
Citywide Indirect Costs	1,410,777	2,628,366	2,933,188
Departmental Indirect Costs	2,832,793	2,547,589	2,658,407
Total	4,243,570	5,175,954	5,591,594
Full-time Equivalents Total*	19.75	20.00	20.00

^{*}FTE totals are provided for informational purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here

The following information summarizes the programs in Leadership and Administration Budget Summary Level:

Citywide Indirect Costs

The purpose of the Citywide Indirect Costs program is to fund internal services costs originating from outside of the department such as allocated costs from the Department of Finance and Administrative Services and Seattle Information Technology Department.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Citywide Indirect Costs	1,410,777	2,628,366	2,933,188

Departmental Indirect Costs

The purpose of the Departmental Indirect Costs program is to fund costs associated with management of the department. This may include personnel costs related to department leadership and administration or other administrative costs such as external rent and operating supplies or services.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Departmental Indirect Costs	2,832,793	2,547,589	2,658,407
Full Time Equivalents Total	19.75	20.00	20.00

DON - BO-DN-I3300 - Community Building

The purpose of the Community Building Budget Summary Level is to deliver technical assistance, support services, and programs in neighborhoods to strengthen local communities, engage

residents in neighborhood improvement, leverage resources, and complete neighborhood-initiated projects.

	2020	2024	2022
Program Expenditures	2020 Actuals	2021 Adopted	2022 Proposed
Community Engagement Coordinators	2,546,378	2,589,516	2,752,612
Community Liaisons	537,775	742,399	718,665
Community Safety	721,506	1,028,486	1,086,017
Duwamish River Opportunity Fun	192,275	-	-
Historic Preservation	1,007,627	800,579	838,541
Housing Affordability and Livability Agenda (HALA)	22,503	1	-
Major Institutions and Schools	213,256	166,779	207,656
Participatory Budgeting (Your Voice Your Choice)	156,631	122,673	122,673
People's Academy for Community Engagement (PACE)	100,502	25,301	156,244
P-Patch Community Gardening	867,329	791,169	791,169
Re-imagination and Recovery	-	-	1,751,553
Total	6,365,782	6,266,904	8,425,129
Full-time Equivalents Total*	37.25	36.00	42.50

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The following information summarizes the programs in Community Building Budget Summary Level:

Community Engagement Coordinators

The purpose of the Community Engagement Coordinators Program is to provide a range of technical assistance and support services for residents and neighborhood groups to develop a sense of partnership among neighborhood residents, businesses, and City government.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Community Engagement Coordinators	2,546,378	2,589,516	2,752,612
Full Time Equivalents Total	15.00	17.00	20.00

Community Liaisons

The purpose of the Community Liaisons Program is to provide equitable outreach and engagement in a culturally competent manner to historically underserved communities. This is done for City departments through independent contractors who serve as resources and liaisons for community members, provide quality translations and interpretations and advise on best practices for engaging with their communities.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Community Liaisons	537,775	742,399	718,665
Full Time Equivalents Total	3.75	3.00	4.00

Community Safety

The purpose of the Community Safety program is to support the City of Seattle's commitment to being a safe, vibrant, and interconnected city that ensures all residents can live safely and securely.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Community Safety	721,506	1,028,486	1,086,017

Duwamish River Opportunity Fun

The purpose of the Duwamish River Opportunity Fund Program is to support new and existing small-scale programs focused on the challenges faced by communities in the Duwamish River area.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Duwamish River Opportunity Fun	192,275	-	-

Food Equity Fund

The purpose of the Food Equity Fund Program is to support community-based projects and programs that are food-related consistent with the overarching goal of the Sweetened Beverage Tax of improving public health.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Full Time Equivalents Total	1.50	-	-

Historic Preservation

The purpose of the Historic Preservation Program is to provide technical assistance, outreach, and education to the general public, owners of historic properties, government agencies, and elected officials to identify, protect, rehabilitate, and re-use historic properties

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Historic Preservation	1,007,627	800,579	838,541
Full Time Equivalents Total	7.00	7.00	7.00

Housing Affordability and Livability Agenda (HALA)

The purpose of the Housing Affordability Livability Agenda (HALA) Program is to address affordable housing and livability within the City through outreach and engagement efforts.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Housing Affordability and Livability Agenda (HALA)	22,503	1	-

Major Institutions and Schools

The purpose of the Major Institutions and Schools Program is to coordinate community involvement in the development, adoption, and implementation of Major Institution Master Plans, and to facilitate community involvement in school re-use and development.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Major Institutions and Schools	213,256	166,779	207,656
Full Time Equivalents Total	2.00	2.00	2.00

Participatory Budgeting (Your Voice Your Choice)

The purpose of the Participatory Budgeting (Your Voice Your Choice) Program is to provide a process in which Seattle residents democratically decide how to spend a portion of the City's budget.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Participatory Budgeting (Your Voice Your Choice)	156,631	122,673	122,673
Full Time Equivalents Total	1.00	1.00	1.00

People's Academy for Community Engagement (PACE)

The purpose of the People's Academy for Community Engagement (PACE) Program is to provide leadership development and skill building of emerging leaders in a multicultural, participatory adult learning environment where participants learn hands-on strategies for community building, inclusive engagement, and accessing governments from experts in the field

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
People's Academy for Community Engagement (PACE)	100,502	25,301	156,244
Full Time Equivalents Total	1.00	-	-

P-Patch Community Gardening

The purpose of the P-Patch Community Gardening Program is to provide community gardens, gardening space, and related support to Seattle residents while preserving open space for productive purposes, particularly in high-density communities

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
P-Patch Community Gardening	867,329	791,169	791,169

Full Time Equivalents Total 6.00 6.00 6.00

Re-imagination and Recovery

The purpose of the Re-imagination and Recovery program is to provide transformational, people-centered programming and services informed by data and best practices that enhance and expand government support in under-served communities.

Expenditures/FTE	2020 Actuals	2021 Adopted	2022 Proposed
Re-imagination and Recovery	-	-	1,751,553
Full Time Equivalents Total	-	-	2.50

DON - BO-DN-I3400 - Community Grants

The purpose of the Community Grants Budget Summary Level is to provide support to local grassroots projects within neighborhoods and communities by providing funding to implement community-based self-help projects.

Program Expenditures	2020 Actuals	2021 Adopted	2022 Proposed
Duwamish River Opportunity Fun	-	249,799	249,799
Find It Fix It	-	30,000	-
Food Equity Fund	-	1,472,939	3,703,560
Neighborhood Matching	2,581,399	3,224,097	3,228,995
Total	2,581,399	4,976,835	7,182,354
Full-time Equivalents Total*	8.00	8.00	13.00

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The following information summarizes the programs in Community Grants Budget Summary Level:

Duwamish River Opportunity Fun

The purpose of the Duwamish River Opportunity Fund Program is to support new and existing small-scale programs focused on the challenges faced by communities in the Duwamish River area.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Duwamish River Opportunity Fun	-	249,799	249,799

Find It Fix It

The purpose of the Find It Fix It (FIFI) Program is provide funds for grassroots projects to improve neighborhood infrastructure.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Find It Fix It	-	30,000	-

Food Equity Fund

The purpose of the Food Equity Fund Program is to support community-based projects and programs that are food-related consistent with the overarching goal of the Sweetened Beverage Tax of improving public health.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Food Equity Fund	-	1,472,939	3,703,560
Full Time Equivalents Total	-	-	5.00

Neighborhood Matching Fund

The purpose of the Neighborhood Matching Program is to support local grassroots projects within neighborhoods and communities. The Neighborhood Matching Fund provides funding to match community contributions of volunteer labor, donated professional services and materials, or cash, to implement community-based self-help projects.

	2020	2021	2022
Expenditures/FTE	Actuals	Adopted	Proposed
Neighborhood Matching	2,581,399	3,224,097	3,228,995
Full Time Equivalents Total	8.00	8.00	8.00