

# Neighborhood Matching Subfund

## Department Overview

The Department of Neighborhoods (DON) serves residents of Seattle by providing programmatic support and building inclusive partnerships to ensure that they receive equitable access to government. DON administers the Neighborhood Matching Fund (NMF) with a mission to provide grant resources for Seattle's communities to preserve and enhance the city's diverse neighborhoods, provide residents opportunities to make positive impacts, and build partnerships between the City and communities.

The NMF was established in 1988 to support partnerships between the City of Seattle and neighborhood organizations to undertake neighborhood-initiated planning, organizing and physical improvement projects. The City provides funding that is matched by the community's contribution of volunteer labor, donated materials and professional services, or cash. Applications are accepted from residents, businesses, community-based organizations, and ad hoc groups of neighbors that form a committee for a specific project. There are three categories of NMF awards:

- Large Projects Fund (awards up to \$100,000);
- Small and Simple Projects Fund (awards up to \$25,000); and
- Small Sparks Fund (awards up to \$5,000).

Staff coordinate with the Department of Parks and Recreation, Seattle Department of Transportation, Seattle Public Utilities, Seattle Department of Construction and Inspections, Office of Planning and Community Development and others when projects are within the jurisdiction of these departments.

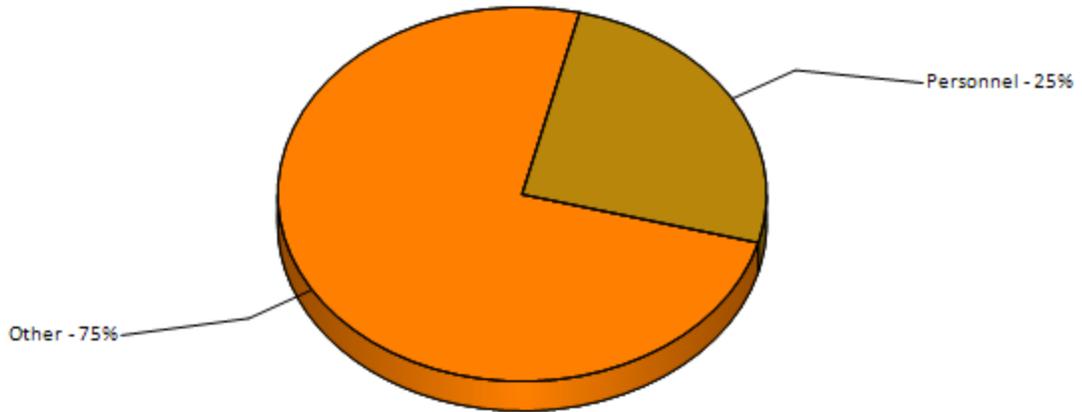
## Budget Snapshot

Department Support	2016 Actuals	2017 Adopted	2018 Endorsed	2018 Adopted
Other Funding - Operating	\$437,404	\$1,148,308	\$1,017,677	\$1,308,330
General Fund Support	\$3,217,054	\$3,044,195	\$3,069,648	\$2,921,715
<b>Total Operations</b>	<b>\$3,654,458</b>	<b>\$4,192,503</b>	<b>\$4,087,325</b>	<b>\$4,230,045</b>
<b>Total Appropriations</b>	<b>\$3,654,458</b>	<b>\$4,192,503</b>	<b>\$4,087,325</b>	<b>\$4,230,045</b>
Full-time Equivalent Total*	8.00	9.00	8.00	9.00

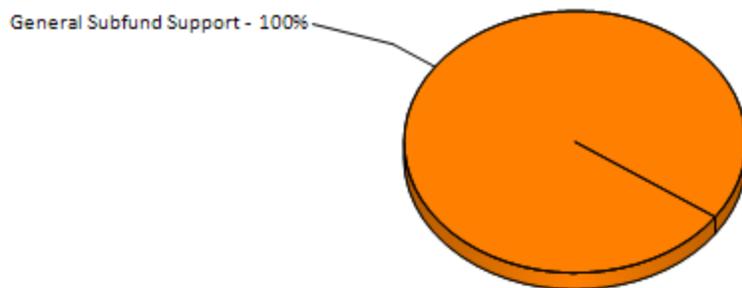
\* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.

# Neighborhood Matching Subfund

## 2018 Adopted Budget - Expenditure by Category



## 2018 Adopted Budget - Revenue by Category



# Neighborhood Matching Subfund

## Budget Overview

The 2018 Adopted Budget continues the Participatory Budgeting project that began as a pilot project in 2016. In 2016, the Participatory Budgeting pilot project focused on youth initiatives and increased participation of youth from across Seattle to decide how best to allocate \$700,000 to serve the residents of Seattle. In 2017, the department shifted the model to include all ages and residents voted on how to spend \$2 million through the Neighborhood Parks and Street Fund. The adopted budget includes the use of NMF fund balance to continue supporting the participatory budgeting program by funding an extension of a one-year position added in the 2017 Adopted Budget and funding some operating expenses. NMF's fund balance continues to remain healthy and allows the department to reduce its use of General Fund without compromising financial support to NMF projects.

### City Council Changes to the Proposed Budget

The Council made no changes to the 2018 Proposed Budget.

## Incremental Budget Changes

### Neighborhood Matching Subfund

	<b>2018</b>	
	<b>Budget</b>	<b>FTE</b>
<b>Total 2018 Endorsed Budget</b>	<b>\$ 4,087,325</b>	<b>8.00</b>
<b>Baseline Changes</b>		
Citywide Adjustments for Standard Cost Changes	\$ 2,061	0.00
<b>Proposed Changes</b>		
Participatory Budgeting	\$ 140,659	1.00
<b>Proposed Technical Changes</b>		
Use of Unreserved Fund Balance	\$ 0	0.00
<b>Total Incremental Changes</b>	<b>\$ 142,720</b>	<b>1.00</b>
<b>2018 Adopted Budget</b>	<b>\$ 4,230,045</b>	<b>9.00</b>

# Neighborhood Matching Subfund

## Descriptions of Incremental Budget Changes

### Baseline Changes

#### **Citywide Adjustments for Standard Cost Changes - \$2,061**

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, health care, and industrial insurance charges for the department. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Proposed Changes

#### **Participatory Budgeting - \$140,659/1.00 FTE**

This adjustment uses NMF fund balance to provide one-time funding for a Planning and Development Specialist II for Participatory Budgeting, a community process of designing and selecting projects for funding, where community members participate in the full cycle of the award process. This outreach and engagement process will be applied to the Neighborhood Parks and Street Fund (NPSF) for a second year in 2018. This position was originally added in the 2017 Adopted Budget with a sunset date of December 31, 2017. The sunset date will be extended to December 31, 2018.

### Proposed Technical Changes

#### **Use of Unreserved Fund Balance**

This is a one-time reduction of the General Fund allocation by \$150,000 in 2018, and increases the use of fund balance by the same amount. This reallocation will have no impact on the total grant resources available to neighborhoods and communities or the delivery of projects that have been awarded NMF funds. Nor will it reduce the annual funding made available for new projects. This use of fund balance is reflected in NMF's revenues.

## City Council Provisos

There are no Council provisos.

## Neighborhood Matching Subfund

### Expenditure Overview

Appropriations	Summit Code	2016 Actuals	2017 Adopted	2018 Endorsed	2018 Adopted
<b>Neighborhood Matching Fund Budget Control</b>					
Large Projects Fund		1,219,920	1,544,512	1,544,512	1,544,512
Management and Project Development		1,051,125	1,090,138	984,960	1,127,680
Small and Simple Projects Fund		1,317,136	1,490,244	1,490,244	1,490,244
Small Sparks Fund		66,276	67,609	67,609	67,609
<b>Total</b>	<b>2IN00</b>	<b>3,654,458</b>	<b>4,192,503</b>	<b>4,087,325</b>	<b>4,230,045</b>
<b>Department Total</b>		<b>3,654,458</b>	<b>4,192,503</b>	<b>4,087,325</b>	<b>4,230,045</b>

<b>Department Full-time Equivalents Total*</b>	<b>8.00</b>	<b>9.00</b>	<b>8.00</b>	<b>9.00</b>
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\* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.

### Revenue Overview

#### 2018 Estimated Revenues

Summit Code	Source	2016 Actuals	2017 Adopted	2018 Endorsed	2018 Adopted
587001	General Fund Support	3,217,054	3,044,195	3,069,649	2,921,715
	<b>Total General Subfund Support</b>	<b>3,217,054</b>	<b>3,044,195</b>	<b>3,069,649</b>	<b>2,921,715</b>
	<b>Total Revenues</b>	<b>3,217,054</b>	<b>3,044,195</b>	<b>3,069,649</b>	<b>2,921,715</b>
379100	Use of (Contribution to) Fund Balance	437,404	1,148,308	1,017,676	1,308,330
	<b>Total Use of Fund Balance</b>	<b>437,404</b>	<b>1,148,308</b>	<b>1,017,676</b>	<b>1,308,330</b>
	<b>Total Resources</b>	<b>3,654,458</b>	<b>4,192,503</b>	<b>4,087,325</b>	<b>4,230,045</b>

# Neighborhood Matching Subfund

## Appropriations By Budget Control Level (BCL) and Program

### Neighborhood Matching Fund Budget Control Level

The purpose of the Neighborhood Matching Fund Budget Control Level 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.

<b>Program Expenditures</b>	<b>2016 Actuals</b>	<b>2017 Adopted</b>	<b>2018 Endorsed</b>	<b>2018 Adopted</b>
Large Projects Fund	1,219,920	1,544,512	1,544,512	1,544,512
Management and Project Development	1,051,125	1,090,138	984,960	1,127,680
Small and Simple Projects Fund	1,317,136	1,490,244	1,490,244	1,490,244
Small Sparks Fund	66,276	67,609	67,609	67,609
<b>Total</b>	<b>3,654,458</b>	<b>4,192,503</b>	<b>4,087,325</b>	<b>4,230,045</b>
Full-time Equivalents Total*	8.00	9.00	8.00	9.00

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**The following information summarizes the programs in Neighborhood Matching Fund Budget Control Level:**

#### **Large Projects Fund Program**

The purpose of the Large Projects Fund is to provide funding to grassroots organizations initiating community building projects that require up to 12 months to complete and up to \$100,000 in Neighborhood Matching Funds.

<b>Expenditures</b>	<b>2016 Actuals</b>	<b>2017 Adopted</b>	<b>2018 Endorsed</b>	<b>2018 Adopted</b>
Large Projects Fund	1,219,920	1,544,512	1,544,512	1,544,512

#### **Management and Project Development Program**

The purpose of the Management and Project Development division is to administer the community grant awards by providing marketing and outreach to applicant groups; technical assistance and support to community groups for project development and implementation; administrative support coordinating and conducting the application review and award processes; and management and monitoring of funded projects to support high-quality and successful completion of projects.

<b>Expenditures/FTE</b>	<b>2016 Actuals</b>	<b>2017 Adopted</b>	<b>2018 Endorsed</b>	<b>2018 Adopted</b>
Management and Project Development	1,051,125	1,090,138	984,960	1,127,680
Full-time Equivalents Total	8.00	9.00	8.00	9.00

## Neighborhood Matching Subfund

### Small and Simple Projects Fund Program

The purpose of the Small and Simple Projects Fund is to provide funding for community building projects initiated by grassroots organizations that can be completed in 12 months or less and require up to \$25,000 in funding.

Expenditures	2016 Actuals	2017 Adopted	2018 Endorsed	2018 Adopted
Small and Simple Projects Fund	1,317,136	1,490,244	1,490,244	1,490,244

### Small Sparks Fund Program

The purpose of the Small Sparks Fund is to provide one-time awards of up to \$1,000 for small community building projects initiated by grassroots organizations. Awards are available to neighborhood organizations with annual operating budgets under \$25,000.

Expenditures	2016 Actuals	2017 Adopted	2018 Endorsed	2018 Adopted
Small Sparks Fund	66,276	67,609	67,609	67,609

### Neighborhood Matching Subfund Fund Table

#### Neighborhood Matching Subfund (00165)

	2016 Actuals	2017 Adopted	2017 Revised	2018 Endorsed	2018 Adopted
<b>Beginning Fund Balance</b>	<b>3,302,061</b>	<b>2,692,000</b>	<b>2,864,657</b>	<b>1,543,692</b>	<b>2,344,802</b>
Accounting and Technical Adjustments	0	0	0	0	0
Plus: Actual and Estimated Revenues	3,217,054	3,044,195	3,044,195	3,069,649	2,921,715
Less: Actual and Budgeted Expenditures	3,654,458	4,192,503	3,564,050	4,087,325	4,230,045
<b>Ending Fund Balance</b>	<b>2,864,657</b>	<b>1,543,692</b>	<b>2,344,802</b>	<b>526,016</b>	<b>1,036,472</b>
Continuing Appropriations - Encumbrances	2,208,702	0	0	0	0
<b>Total Reserves</b>	<b>2,208,702</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Ending Unreserved Fund Balance</b>	<b>655,955</b>	<b>1,543,692</b>	<b>2,344,802</b>	<b>526,016</b>	<b>1,036,472</b>

