

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.

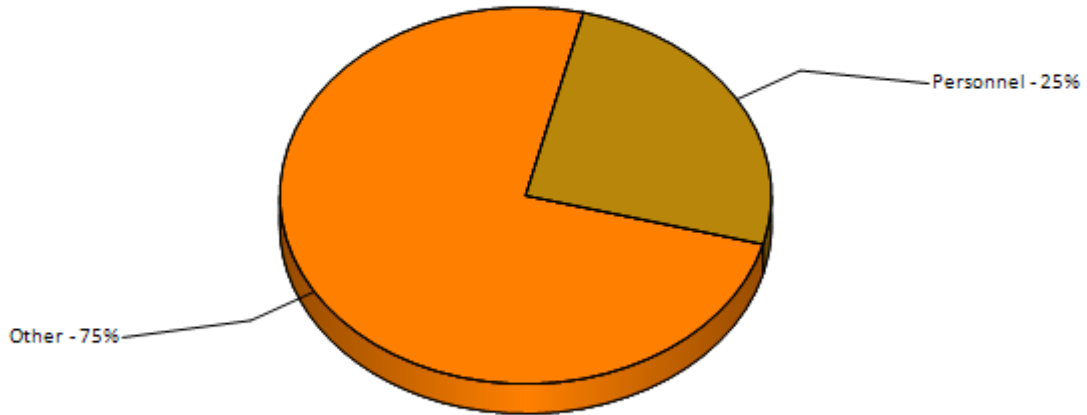
Budget Snapshot

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

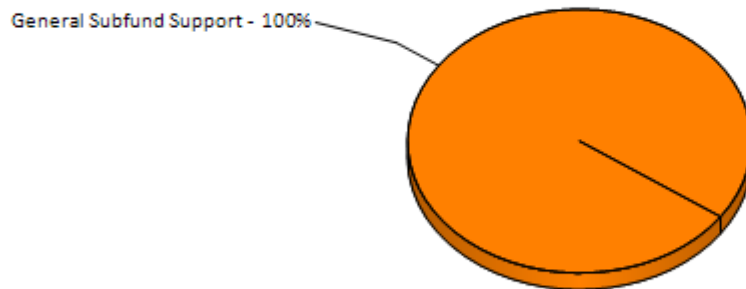
* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here.

Neighborhood Matching Subfund

2018 Proposed Budget - Expenditure by Category



2018 Proposed Budget - Revenue by Category



Neighborhood Matching Subfund

Budget Overview

The 2018 Proposed 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 proposed 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.

Incremental Budget Changes

Neighborhood Matching Subfund

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

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.

Neighborhood Matching Subfund

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.

Expenditure Overview

Appropriations	Summit Code	2016 Actuals	2017 Adopted	2018 Endorsed	2018 Proposed
Neighborhood Matching Fund Budget Control					
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
Total	2IN00	3,654,458	4,192,503	4,087,325	4,230,045
Department Total		3,654,458	4,192,503	4,087,325	4,230,045
Department Full-time Equivalents 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 Human Resources Director actions outside of the budget process may not be detailed here.

Neighborhood Matching Subfund

Revenue Overview

2018 Estimated Revenues

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

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.

Program Expenditures	2016 Actuals	2017 Adopted	2018 Endorsed	2018 Proposed
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
Total	3,654,458	4,192,503	4,087,325	4,230,045
Full-time Equivalents 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 Human Resources Director actions outside of the budget process may not be detailed here.

Neighborhood Matching Subfund

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.

Expenditures	2016 Actuals	2017 Adopted	2018 Endorsed	2018 Proposed
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.

Expenditures/FTE	2016 Actuals	2017 Adopted	2018 Endorsed	2018 Proposed
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

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 Proposed
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 Proposed
Small Sparks Fund	66,276	67,609	67,609	67,609

Neighborhood Matching Subfund

Neighborhood Matching Subfund Fund Table

Neighborhood Matching Subfund (00165)

	2016 Actuals	2017 Adopted	2017 Revised	2018 Endorsed	2018 Proposed
Beginning Fund Balance	3,302,061	2,692,000	2,864,657	1,543,692	2,344,802
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
Ending Fund Balance	2,864,657	1,543,692	2,344,802	526,016	1,036,472
Continuing Appropriations - Encumbrances	2,208,702	0	0	0	0
Total Reserves	2,208,702	0	0	0	0
Ending Unreserved Fund Balance	655,955	1,543,692	2,344,802	526,016	1,036,472