

Department of Neighborhoods

Jenifer Chao, Director

(206) 684-0535

www.seattle.gov/neighborhoods

Department Overview

The Seattle Department of Neighborhoods (DON) mission is to strengthen Seattle by engaging all communities. Our work is driven by two North Stars:

1. Put race and equity at the center of all decisions and actions; and
2. Invest in the power of communities to forge their own solutions.

DON provides resources and opportunities that help Seattle residents build strong communities, receive equitable access to government, and improve their quality of life. This is accomplished by centering *relationships* and *investing in community-driven solutions* that *build capacity* for Seattle's communities.

Relationships: Cultivating, building, and sustaining resilient relationships is core to everything we do. It's what allows us to build trust and connections and ensure that all communities have voice, inclusion, and influence in City programs and projects.

Investments: DON invests in people, funding, public spaces, creative innovation, and community advocacy to create systemic change for communities with histories of harm.

Capacity Building: Our work is not short-term or transactional; it is long-term and relational. Our investments and relationships are designed to build and sustain community capacity so that individuals, organizations, and communities grow into their power to shape, influence, and transform the life of their city.

Budget Snapshot

	2022 Actuals	2023 Adopted	2024 Endorsed	2024 Proposed
Department Support				
General Fund Support	15,707,578	15,015,846	15,247,958	15,379,863
Other Funding - Operating	1,100,158	4,929,323	3,083,017	3,190,842
Total Operations	16,807,737	19,945,169	18,330,976	18,570,704
Total Appropriations	16,807,737	19,945,169	18,330,976	18,570,704
Full-Time Equivalents Total*	75.50	73.50	73.50	71.00

* 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

Department of Neighborhoods

Incremental Budget Changes

Department of Neighborhoods

	2024 Budget	FTE
Total 2024 Endorsed Budget	18,330,976	73.50
Baseline		
Health Care Reconciliation	-	-
Citywide Adjustments for Standard Cost Changes	68,497	-
Technical Adjustment to Incremental Central Cost Manual (CCM) Changes	-	-
Abrogate One-time Funded Positions	-	(2.50)
Proposed Operating		
One-time Implementation support for the Chinatown-International District Neighborhood Strategic Plan	300,000	-
Increase Funding for Chinatown-International District Public Safety Coordinator	25,000	-
Increase Funding to Support the Administration of the Payroll Expense Tax Oversight Committee	50,000	-
Human Services Provider Pay Increase for Rainier Beach: A Beautiful Safe Place for Youth	11,825	-
Increase Vacancy Rate Assumption to 2.7%	(215,593)	-
Proposed Technical		
Internal Department Reorganization	-	-
Fund Source Correction for Community Innovations Division Director	-	-
Technical Adjustment to Payroll Expense Tax Fund	-	-
Miscellaneous Technical Adjustments	-	-
Total Incremental Changes	\$239,729	(2.50)
Total 2024 Proposed Budget	\$18,570,704	71.00

Description of Incremental Budget Changes

Baseline

Health Care Reconciliation

Expenditures -

This item is a budget-neutral reconciliation and alignment of accounts related to Central Costs.

Department of Neighborhoods

Citywide Adjustments for Standard Cost Changes

Expenditures \$68,497

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.

Technical Adjustment to Incremental Central Cost Manual (CCM) Changes

Expenditures -

This item is a budget-neutral alignment of accounts related to Citywide Adjustments for Standard Cost Changes.

Abrogate One-time Funded Positions

Position Allocation (2.50)

This item reduces position authority supported by one-time funding in the 2023 Adopted Budget. This item abrogates 1 FTE Strategic Advisor 1, 1 FTE Planning and Development Specialist II, and 0.5 FTE Public Relations Specialist, Senior. These one-time positions were added in the 2023 Adopted Budget to support one-time work on the Generational Wealth Initiative report. Recommendations from the Generational Wealth Initiative final report will inform ongoing Citywide Community Wealth Building programs, coordinated by the Office of Economic Development.

Proposed Operating

One-time Implementation support for the Chinatown-International District Neighborhood Strategic Plan

Expenditures \$300,000

The City's 2023-2024 Proposed Mid-Biennial Budget Adjustments appropriate approximately \$301 million in JumpStart Payroll Expense Tax (payroll tax) proceeds, of which \$31 million is allocated to investments promoting economic revitalization and workforce development.

This one-time item adds payroll tax funding to support implementation of the Chinatown-International District (CID) Neighborhood Strategic Plan. This item provides resources for consulting assistance, community engagement, participant stipends, and other direct implementation costs. This item builds upon previous investments supporting the CID Visioning Advisory Group, a coalition of more than 30 community-based organizations working to build a framework to guide community-centered engagement and investment strategies, and advance the collective self-determination of the CID community. Previous years' budgets have provided funding for different phases of this work, including \$800,000 of one-time funding in the 2022 Adopted Budget.

Increase Funding for Chinatown-International District Public Safety Coordinator

Expenditures \$25,000

This item increases funding for the Chinatown-International District Public Safety Coordinator from \$75,000 to \$100,000. The CID Public Safety Coordinator serves as a trusted liaison and advocate between the City and the

Department of Neighborhoods

community, and supports enhanced transparency, collaboration, and trust with residents, small businesses, and community organizations on issues related to public safety. This item aligns budget for the CID Public Safety Coordinator contract with the amount budgeted for the Ballard and South Park Public Safety Coordinator contracts.

Increase Funding to Support the Administration of the Payroll Expense Tax Oversight Committee

Expenditures \$50,000

The City's 2023-2024 Proposed Mid-Biennial Budget Adjustments appropriate approximately \$301 million in JumpStart Payroll Expense Tax (payroll tax) proceeds, of which \$7 million is allocated to the evaluation and administration of the Payroll Expense Tax.

This ongoing item, funded with payroll tax via a transfer to the General Fund, provides funding for program expenses necessary to convene and facilitate the Payroll Expense Tax Oversight Committee. This funding will support non-labor costs, including the creation of an annual report, member stipends, and other general support to the board. The 2022 Adopted Budget provided funding for 1 FTE Strategic Advisor 1 to facilitate the PET Oversight Committee, however no non-labor budget was provided at that time.

Human Services Provider Pay Increase for Rainier Beach: A Beautiful Safe Place for Youth

Expenditures \$11,825

The City's 2023-2024 Proposed Mid-Biennial Budget Adjustments appropriate approximately \$301 million in JumpStart Payroll Expense Tax (payroll tax) proceeds, of which \$11 million is allocated to special exceptions to the spending categories for 2023 and 2024.

This item provides a 2% increase for provider pay equity for the Rainier Beach: A Beautiful Safe Place for Youth contract. This contract was transferred to DON from the Human Services Department (HSD), and this adjustment is consistent with adjustments made to HSD contracts.

Increase Vacancy Rate Assumption to 2.7%

Expenditures \$(215,593)

This item increases the Department of Neighborhoods' budgeted vacancy rate from 0% to 2.7%, resulting in approximately \$215k annually in budget savings. This vacancy rate assumption is based on historical vacancy rates for the department, and savings from this item support several items in the department's 2023-24 Proposed Mid-Biennial Budget Adjustments.

Proposed Technical

Internal Department Reorganization

Expenditures -

Position Allocation -

This budget-neutral item makes several organizational changes to the department to improve organizational alignment and financial reporting. This item shifts budget and position authority to align with several new budget programs, including: Strategic Partnerships, Commissions, and Civic Engagement & Leadership Development.

Department of Neighborhoods

Fund Source Correction for Community Innovations Division

Director

Expenditures -

This budget-neutral item shifts funding for the Community Innovations Division Director from the Payroll Expense Tax Fund to the General Fund in accordance with fiscal management policies.

Technical Adjustment to Payroll Expense Tax Fund

Expenditures -

This budget-neutral item makes several adjustments to correct negative budget in certain accounts in the Payroll Expense Tax Fund.

Miscellaneous Technical Adjustments

Expenditures -

This budget-neutral item makes several technical adjustments to reconcile and align accounts, including centralizing budget, correcting negative budget in certain accounts, and reclassifying accounts to align with anticipated actuals.

Department of Neighborhoods

2023-24 Proposed Mid-Biennial Budget Adjustments – Operating Expenses

Budget Summary Level	Fund	Budget Process Phase Endorsed	Proposed Changes	Grand Total
Community Building	00100 - General Fund	6,281,208	110,711	6,391,919
	00155 - Sweetened Beverage Tax Fund	0	0	0
	14500 - Payroll Expense Tax	-20,754	320,754	300,000
Community Building Total		6,260,454	431,465	6,691,919
Community Grants	00100 - General Fund	3,260,170	-198	3,259,972
	00155 - Sweetened Beverage Tax Fund	2,892,242	-1,400	2,890,842
Community Grants Total		6,152,412	-1,598	6,150,814
Leadership and Administration	00100 - General Fund	5,706,580	21,391	5,727,971
	14500 - Payroll Expense Tax	211,530	-211,530	0
Leadership and Administration Total		5,918,109	-190,138	5,727,971
Grand Total		18,330,976	239,729	18,570,704