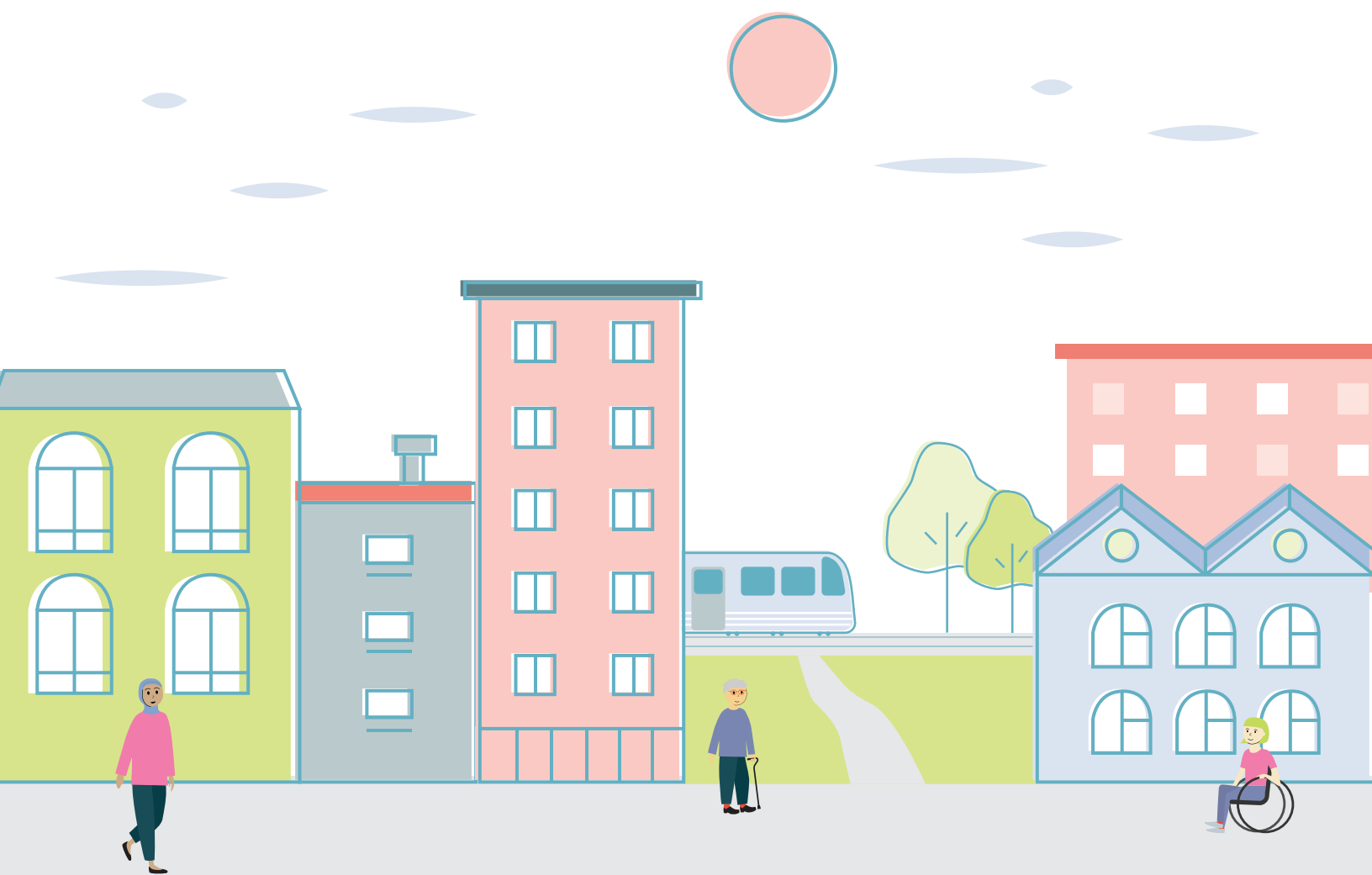


Equitable Transit-Oriented Development

Community Advisory Group

Application Guide



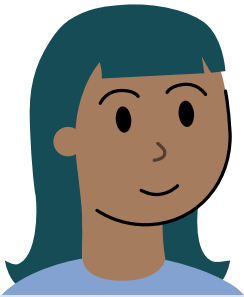
August 2023



Seattle
Office of Planning &
Community Development

Are you passionate about working with your community to prevent displacement in communities with upcoming light rail construction?

Join a Community Advisory Group to shape how the City of Seattle approaches anti-displacement efforts and to center community priorities around light rail investments.



The CAG's Role

- The Community Advisory Group's (CAG) main task is building an Equitable Transit-Oriented Development (ETOD) Strategy and Implementation Plan.
- This plan will guide the City of Seattle's approach to development by advancing community-driven outcomes in neighborhoods surrounding light rail stations.
- The CAG is responsible for issue identification, making proposals, and directing supporting staff on research tasks and evaluating potential tools and strategies.

Benefits of Participating

- Collaborate with the City on meeting the needs + vision of your community
- Build connections with community advocates, place-based organizations, and city staff
- Learn about the history of institutional racism in land use and planning and about Equitable Transit-Oriented Development around the country
- Gain leadership experience with community planning and development and working with the City of Seattle.



What Can ETOD Be?



Starts with land ownership.

Conversations about zoning, density, and transit supportive uses must be preceded by removing speculative pressures and banking land for community ownership early and at scale.

Results in mobility and access

justice including fare affordability, universal design, connectivity, safety.

Builds community power

through community ownership and permanent stewardship of land, investing in community organizing, rooted in community vision and process, and centered in systems change.

Fosters holistic community

benefits. Includes both rental and ownership housing that is affordable, and incorporates other community identified uses such as childcare, cultural space, arts, healthy food, open space and places to play, etc.

Creates a healthy environment

that promotes a sense of belonging and includes strengthening mitigation and adaptation to climate change and community resiliency and health.

Promotes economic justice

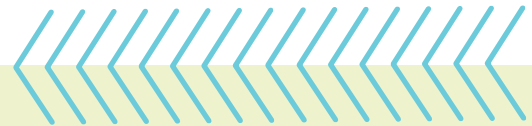
through the tools we develop to finance community projects, creating opportunities for community wealth building, and commercial ownership models.

Our Context for ETOD

We view equitable transit-oriented development (ETOD) as an opportunity to center community priorities and repair harm.

We know that institutional racism has and continues to create a painful legacy of public infrastructure projects that disproportionately impact low-income neighborhoods and communities of color. For instance, we've seen an increase in displacement pressures resulting from light rail investments in Rainier Valley. Simultaneously, we have seen neighborhood leaders reclaiming development to meet their needs and help their communities thrive in place.

ETOD is about centering communities as decision-makers in the planning process to support a vision for community led and owned development.



Who we are looking for

10-20 people from communities often left out of and harmed by the planning process including:

- Black, Indigenous, and people of color (BIPOC)
- Immigrants and refugees
- English language learners (we can provide interpreters)
- LGBTQ+ people
- Youth (ages 18-24)
- Elders
- People living with disabilities or with accessibility needs (we can provide access services)
- People with intersecting identities and multiple community ties

Desired Experience

- Prioritizing emerging leaders from community-based organizations and institutions (such as religious institutions, disability advocates, and non-profits. Especially looking for organizations leading in equitable development or community ownership work)
- Policy, advocacy, or community organizing experience
- Prior involvement in community development or design projects
- People who have experienced being un-housed
- Tenants, low-wage workers, people who are transit-dependent, small business owners



Commitment + Compensation

- Meet 2x a month for 1 year starting January 2024
- Meet as needed afterwards to help with implementation during the first half of 2025
- Up to 2 hours each meeting
- Mostly virtual meetings (time decided by group)
- Compensated \$75/hour

Our Structure + Roles

In May of 2021, City staff recruited five Core Steering Group members to develop a framework and process for advancing the ETOD Strategy and Implementation Plan. They created a working definition and vision for ETOD, along with a set of implementation and process values to guide this work. They also suggested the structure visualized below.



Application + Selection Process

Applications will be submitted online through Submittable and must include a reference Letter of Support from an organization, institution, or community member you are affiliated with.

1. Review this Application Guide.
2. Go to our website Seattle.gov/OPCD/ETOD and click the "Enter Application Portal" button under the "Apply" tab.
3. Create an account on Submittable.
4. In Submittable, fill out the application questions and designate someone to write a Letter of Support for you.
5. Submit your application, and make sure the reference Letter of Support is completed, in Submittable before October 15th, 2023 at 11:59pm.

Applications will be reviewed by OPCD staff and the Core Steering Group using an evaluation rubric. The Core Steering Group will make the final selection decisions.

Timeline:

- October 15th, 2023 11:59pm: Applications Due
- November 30th, 2023: Applicants Selected
- January 2024: Anticipated first meeting of Community Advisory Group

The City of Seattle encourages everyone to participate in its programs and activities. If an applicant requires language or disability accommodations, materials in alternative formats, or accessibility information, to serve on the group, please email pcd_etod@seattle.gov or call (206) 386-1598.

Apply by 10/15/23

Learn more + apply at:



Virtual Info Session September 19th 3-4pm

Recording will be posted to website in QR code

[Click Here to Register](#)

ETOD CAG Application Questions

NOTE: This is a *preview* of the application questions.

You must submit your answers via Submittable!

See the “How to Apply” section of our [website](#) to access the application on Submittable.

Please note that information sent to and from the City of Seattle is governed by the Washington Public Records Act and may be subject to disclosure to a third-party requester. To learn more please see [Chapter 42.56 RCW](#) and the City's [Privacy Statement](#).

Contact Information

Your Name:

Your email:

Your phone number:

Organization/Institution you are affiliated with:

Seattle neighborhood(s) you are connected to:

Application Questions

1. Why do you want to join the Community Advisory Group? What interests you about the group's work?
2. Which Seattle community, organization, or institution, are you a part of?
 - a. What role do you play in this community and organization?
 - b. How will you communicate with your community to learn about their priorities and how will you report back regularly to your community and organization?
3. What experiences do you bring relevant to the CAG's work (lived and/or professional)?

Supplemental Information

The following questions are for informational purposes and will not impact your chances of being selected.

4. We view this as an opportunity to develop community leaders and hear from new voices.

- a. Are you currently or have you previously participated in a City of Seattle workgroup, commission, or board? If yes, which one?
 - b. What do you hope to gain from participating in the CAG? (Both for your community and personally or professionally)
5. The following questions are to help us navigate the legal side of compensating group members.
 - a. Do you work for a government agency and if so, which one?
 - b. Would your participation in the CAG be a part of your paid job (will your time be compensated by your organization)?

Optional Demographic Question

This question is to help us create a diverse group connected to a variety of communities and with a range of experiences. Answering is optional, and choosing not to answer will not affect your application or your chance of being selected.

Optional (Check all that apply):

- Black or African American
- Indigenous
- Hispanic or Latinx
- Asian or Pacific Islander
- An immigrant, refugee, or asylum seeker (we will not investigate your documentation status, this is to help us know which communities we are reaching and might be able to serve in the group).
- English language learners
- LGBTQ+ (Lesbian, Gay, Bisexual, Transgender, Non-binary, Queer)
- Youth (ages 18-24)
- Elder (65+)
- Living with a disability or with accessibility needs. *(The City of Seattle encourages everyone to participate in its programs and activities. For disability accommodations, materials in alternative formats, or accessibility information, contact Giulia Pasciuto at Giulia.Pasciuto@seattle.gov or (206) 386-1598.)*
- Experience being unhoused (currently or in the past)
- Formerly incarcerated
- Earn less than 60% of Seattle's Area Median Income (\$54,000/year for a one person household, or \$77,000/year for a family of four)
- Dependent on public transit (do not have a car and/or unable to use a car)
- Tenant
- Small business owner

Reference Letter of Support

On Submittable, you will be asked to provide an email address for a personal reference to write a short Letter of Support. Your reference provider will be asked basic contact information and one open-ended question: "Please describe in 3-4 sentences the applicant's interest and qualifications for the ETOD Community Advisory Group."

We will prioritize applicants with strong community ties. Reference Letters of Support can be from an organization, institution, or community member you are affiliated with. Please ensure your reference provider is able to complete and submit their Letter of Support by the October 15th due date.

ETOD CAG Selection Evaluation Rubric

Applicant's Name:	
Reviewer's Name:	
Name of Supporter:	
Applicant's affiliated organization/institution:	
Total Score (out of 9 points):	
Note for Reviewers: Scores and rankings are tools in the decision process but are not the only factors to take into consideration. Please keep notes as you review the applications – questions, reasons for your ratings, comments, etc. Your notes will be helpful for our dialogue as a selection committee and essential in crafting feedback to share with applicants.	
Scoring 0 = does not address any criteria 1 = partially addresses some of the criteria 2 = partially addresses criteria or fully addresses some, but does not address others 3 = addresses all criteria	
Question 1: Why do you want to join the Community Advisory Group? What interests you about the group's work?	
Evaluation Criteria	Score (0-3)
<ul style="list-style-type: none"> There is a direct connection between an issue the applicant is working on with their community and what they could work on as part of the CAG The applicant demonstrates an alignment with ETOD values The applicant is motivated to apply by the opportunity to serve their community 	
Comments/Notes:	

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Question 2: Which Seattle community, organization, or institution, are you a part of?
a) What role do you play in this community and organization?
b) How will you communicate with your community to learn about their priorities and how will you report back regularly to your community and organization?

Evaluation Criteria

Score (0-3)

- The applicant is able to name a feedback loop with the people/communities they are accountable to (both about communicating back to the community what is happening in the CAG and about bringing in their community's needs, priorities, and questions to the CAG).

Comments/Notes:

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Question 3: What experiences do you bring relevant to the CAG's work (lived and/or professional)? (See our Application Guide for more information on the group's work).

Evaluation Criteria	Score (0-3)
<ul style="list-style-type: none">• The applicant displays some familiarity with or awareness of injustice in land use and infrastructure investments• The applicant is thinking about or has experience with systems change	

Comments/Notes:

Questions 4 + 5 will not be evaluated, they are just for informational purposes.

Additional Comments/Notes: