NYC Civic Engagement Commission
Citywide Participatory Budgeting

Public Info Session:
Citywide Participatory Budgeting RFI
Idea Collection (First Phase)

DATE: June 6th 2022
TIME: 4pm-5pm
Citywide Participatory Budgeting

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Citywide Participatory Budgeting RFI
Idea Collection (First Phase)

Meeting Agenda

- Introduction to the Session
- Idea Collection Sessions & RFI
- Feedback Session (Breakout Groups)
- Summary and Next Steps
Meeting Rules & Reminders!

- This session **will be recorded**. Please feel free to turn off your camera if you wish.
- All materials and recordings from the **meeting will be distributed** to everyone who has signed up through the RSVP form.
- **Please remain muted during the presentation.** We will have a Q&A/feedback section at the end where participants will be able to share thoughts, comments, and ideas.
  - If you have questions during the presentation:
    1) You can **type it in the chat** & we will address the question directly though the chat or during the Q&A.
    2) You may **ask your question verbally during the Q&A**.
- If you’d like to share feedback/input about the RFI - please **type your name in the chat** when we get to that section & **we will call on you**.
In November 2018, NYC voters approved three ballot initiatives proposed by the 2018 Charter Revision Commission.

This established the CEC making it the first democratically elected commission responsible for promoting inclusive civic participation for all New Yorkers.

Our mission is to increase civic participation, promote civic trust, and strengthen democracy in New York City.

**About the NYC Civic Engagement Commission**

**Citywide Participatory Budgeting Program**

The CEC is tasked with running a citywide process in which community members decide how a portion of the City budget is spent.

**Poll Site Language Access**

The CEC provides language assistance for limited English proficient voters at select poll sites. Languages include Arabic, Bengali, Chinese, French, Haitian Creole, Italian, Korean, Polish, Russian, Urdu, and Yiddish.

**Community Boards**

The CEC provides technical support and training to our 59 community boards.

**Democracy NYC**

The CEC works to increase voter participation through registration initiatives, public education, and policy reform.

**Partnerships and Education**

The CEC conducts programming and partnerships with other city agencies to increase awareness of City services and information.
Introduction

Starting in July 2022, the CEC will begin the process of running NYC’s first city-wide participatory budgeting program. New Yorkers, regardless of citizenship status, will be invited to directly decide how $5M of mayoral expense funding should be spent. This process is in addition to, and distinct from, the process run by City Council Members.

Goals and Vision for Citywide Participatory Budgeting

- **Goal 1**: Address equity issues in how the city funds local projects & spends public resources
- **Goal 2**: Promote greater respect for lived experience of residents within city government
- **Goal 3**: Build civic leaders and aid grassroots organizing efforts in the city
- **Goal 4**: Bridge gaps in knowledge about public spending among residents
- **Goal 5**: Increase civic engagement among underrepresented communities
- **Goal 6**: Strengthen confidence & trust in local government
Utilize existing data from NYC Speaks surveys, community conversations, Community Boards needs statements + CD profiles (DCP), and other sources to inform project development.

Conversations, facilitated by our Partner CBOs, will be held throughout the city to brainstorm ideas for expense projects based on provided criteria and needs. Residents can also propose ideas and projects online. The CEC will aggregate projects by program type for each district.

Partner CBOs and the CEC, in coordination with stakeholder groups, will establish equity criteria and vet projects accordingly. Projects determined to meet the criteria will be developed into proposals that can be implemented. An OPEN CALL will be conducted inviting organizations to apply to implement projects as needed.

Residents vote online, by paper ballot, or by phone (proposing to lower age from 16 to 11).

CEC monitors organizations' implementation of projects, sets up reporting structure and accountability to public. Evaluation of the process begins to prepare for next cycle.
The first phase, Idea Collection, is planned to run from mid-August until the end of October of 2022. Idea Generation, a central tenet of participatory budgeting, focuses on deliberation and community dialogue of what types of projects should be funded.

In this phase, residents will come together to share needs and priorities, and collectively brainstorm solutions to community issues. They then present ideas to solve those issues and improve our city based on basic project parameters. The end result of this process will lead to the formulation of projects that will be placed on a ballot for all residents of New York City to vote on.

*‘Idea Collection Sessions’ / ‘Neighborhood Assemblies’*

In the PBNYC (City Council PB Process), City Council Members are in charge of organizing and executing ‘neighborhood assemblies’ to collect ideas from residents in their districts. In the citywide process, we want to open the opportunity to community groups and even residents to organize idea collection events.
Format and Content of the Sessions

The CEC will be engaging community partners with deep roots in their communities through an RFI process in which organizations and civic groups will lead idea generation sessions with a focus on engaging underserved communities.

The idea collection sessions will also provide awareness and education opportunities to learn about: the city budget cycle, how they can have an impact in their neighborhoods through PB and how the process works (the ways they can get involved, from idea generation, getting out the vote, voting, and following the progress of project implementation, etc.)
The CEC will provide materials, training and other support such as:

- Idea generation session facilitator and informational tool kit
- Train-the-trainer sessions for all funded organizations and their collaborators providing information on:
  - The history and goals of Participatory Budgeting
  - How to use the digital engagement platform where all ideas must be uploaded
  - How PB has been conducted in NYC, the specific timeline and process of the Citywide PB process, and the criteria for acceptable expense projects (a presentation tool kit will be provided)
  - Overview of idea generation facilitator and informational tool kit
  - Digital materials and branding to be used at all meetings
  - Training will be provided for a central website to upload all ideas collected as well as an online portal to upload all meeting metrics as specified
What are our engagement targets citywide?

**Tier 1**

# of TRIE Neighborhoods by Borough (minimum of 150 residents per neighborhood)

- **Manhattan**: 5 TRIE Neighborhoods
- **Brooklyn**: 9 TRIE Neighborhoods
- **Queens**: 9 TRIE Neighborhoods
- **The Bronx**: 9 TRIE Neighborhoods
- **Staten Island**: 1 TRIE Neighborhood

**Tier 2**

CEC Key Target Demographic Groups

- Youth, Older Adults, People with disabilities, Low English proficient individuals
  - **Target**: 800 participants per group
- Veterans, Justice-impacted individuals, Public housing residents, LGBTQIA+ individuals
  - **Target**: 400 participants/group

**Tier 3**

Smaller CBOs, civic groups, community organizations, etc. (anyone!)

- **Who can apply?**
  - Community Boards, Libraries, Faith Institutions, Museums, Tenant Associations, Mutual Aid Groups, and more!
- **Min. participants target**: TBD
**Tier 1:** Organization will receive $7,000 to engage residents of TRIE neighborhoods in a variety of ways.

**Target # of People to engage:** Organizations or groups awarded this level of funding will be expected to engage a minimum of **150 people** from within their designated geographic area.

**Area designated:** Must serve one of the 33 designated TRIE Neighborhoods (You can view the 33 neighborhoods [here](#)).

<table>
<thead>
<tr>
<th>Tier 1 TIER 1</th>
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<tbody>
<tr>
<td><strong>TRIE Neighborhood Name</strong></td>
</tr>
<tr>
<td>Lower East Side and Chinatown</td>
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<tr>
<td>Morningside Heights and Hamilton Heights</td>
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<tr>
<td>Central Harlem</td>
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<tr>
<td>East Harlem</td>
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<tr>
<td>Washington Heights and Inwood</td>
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**The Bronx**

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<th>Tier 1 TIER 1</th>
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<tr>
<td><strong>TRIE Neighborhood Name</strong></td>
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<tr>
<td>Mott Haven and Melrose</td>
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<td>Hunts Point and Longwood</td>
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<tr>
<td>Morrisania and Crotona</td>
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<tr>
<td>Highbridge and Concourse</td>
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<td>Fordham and University Heights</td>
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<tr>
<td>Belmont and East Tremont</td>
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<tr>
<td>Kingsbridge</td>
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<td>Parkchester and Soundview</td>
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<td>Williamsbridge and Baychester, Edenwald</td>
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**Brooklyn**

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<th>Tier 1 TIER 1</th>
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<td><strong>TRIE Neighborhood Name</strong></td>
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<tr>
<td>Bedford Stuyvesant</td>
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<tr>
<td>Bushwick</td>
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<tr>
<td>East New York and Starrett City</td>
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<tr>
<td>Sunset Park</td>
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<tr>
<td>Coney Island</td>
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<tr>
<td>Flatbush and Midwood</td>
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<tr>
<td>Brownsville</td>
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<tr>
<td>East Flatbush</td>
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<tr>
<td>Flatlands and Canarsie</td>
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**Queens**

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<th>Tier 1 TIER 1</th>
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<tr>
<td><strong>TRIE Neighborhood Name</strong></td>
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<tr>
<td>Queensbridge and Astoria</td>
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<tr>
<td>Jackson Heights</td>
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<tr>
<td>Elmhurst and Corona</td>
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<tr>
<td>Briarwood</td>
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<td>Kew Gardens and Woodhaven</td>
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<tr>
<td>Woodhaven, Richmond Hill, South Ozone Park</td>
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<tr>
<td>Jamaica and Hollis</td>
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<td>Queens Village</td>
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<td>Rockaway and Broad Channel</td>
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**Staten Island**

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<th>Tier 1 TIER 1</th>
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<tbody>
<tr>
<td><strong>TRIE Neighborhood Name</strong></td>
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<tr>
<td>St. George, Stapleton, Port Richmond</td>
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**Tier 2: CEC Key Target Demographic Groups**

Organization will receive **$20,000** to engage one of the following **eight key demographic groups**

**Target # of People to engage:**
Organizations or groups awarded this level of funding will be expected to engage a minimum of **400-800 people** from within their designated demographic area.

**Area designated:** All 5 Boroughs (one meeting in each minimum)

<table>
<thead>
<tr>
<th>Population</th>
<th>Target Reach</th>
<th>Designated Area</th>
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<tr>
<td>Youth</td>
<td>800 individuals</td>
<td>All 5 boroughs. Organizations must be able to organize a minimum of 1 event per borough</td>
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<tr>
<td>Veterans</td>
<td>400 individuals</td>
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<tr>
<td>Older Adults (Seniors)</td>
<td>800 individuals</td>
<td></td>
</tr>
<tr>
<td>People with Disabilities</td>
<td>800 individuals</td>
<td></td>
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<tr>
<td>LEP (Low English Proficient Individuals)</td>
<td>800 individuals</td>
<td></td>
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<tr>
<td>Justice-impacted individuals</td>
<td>400 individuals</td>
<td></td>
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<tr>
<td>LGBTQIA individuals</td>
<td>400 individuals</td>
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<tr>
<td>Public housing residents</td>
<td>400 individuals</td>
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Funding Levels

Tier 3: Local partners can receive from $200-$1000 to engage residents in community conversations.

01. **Target # of People to engage:** Participation targets will differ depending on the level of funding that the group receives. Groups will be expected to set their own targets and share them with the CEC.

02. **Area designated:** Partners must focus on a specific, localized area and/or community.

03. **Who can apply?**
Any civic group, institution, community group, etc. who would like to engage their neighbors/community.

**Examples:**
- Community Boards
- Library Branches
- Tenant Associations
- Civic Groups
- Block Associations
- Houses of worship
- School clubs or PTAs
- CUNY Campuses
- Unions

**Target engagement and justification:**
1. Applicants will have to justify & describe the community that they intend to engage & what their engagement targets will be.
2. Applicants will still have to submit the deliverables outlined in previous slides (ADA accessibility for events, reports & metrics from meetings, language accessibility and assistive technology).
Expectations for Selected Partners

Requirements for all Tiers

● Ability to perform work upfront and receive reimbursement upon completion of deliverables (advances may be possible)
● Meetings and events that are fully ADA accessible
● Reports on every meeting listing number of attendees, location, virtual or in-person, and ideas collected
● Language translations as appropriate to targeted audience
● Assistive technologies as needed

Tier 1 & 2 ONLY

● 501(c)3 or M/WBE status

Tier 3 ONLY

● 501(c)3 or M/WBE status NOT required, W-9 and ability to accept automatic deposit required

The CEC will provide:

● A liaison for all programmatic design and logistics questions
● A liaison for all billing and payment questions
## Type of Information that will be requested for the RFI

### Organizational Information
- Group’s name, contact info & location
- Applicant’s social media & online information
- Populations, and geographical regions served

### Type of Funding you are applying for & Justification
- Which partnership level are you applying to?
  - Tier 1, Tier 2, Tier 3
- Partnership experience and organizational capacity to serve the Tier selected

### Outreach and Recruitment Strategies
- Outlining the organization’s outreach strategy and recruitment strategies for the events

### Languages and other organizational capacities
- Languages spoken or language communities served
- Comfortability with technology
- Interest in other opportunities

Applications will open on June 15th until June 30th and will be accessible on our platform (participate.nyc.gov)!

Are you interested in also supporting non-partisan *voter education for the Racial Justice Commission*? Let us know on the application and you will be notified when this additional funding opportunity becomes available.
Next Steps (Timeline) and Action Items

<table>
<thead>
<tr>
<th>June 2022</th>
<th>July 2022</th>
<th>August 2022</th>
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<tbody>
<tr>
<td>RFI Info Session (Public Feedback)</td>
<td>RFI selection announced July 29th</td>
<td>IDEA GENERATION SESSIONS START (Citywide PB Program Launch) August 30th</td>
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<td>June 6th from 4-5pm</td>
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**Action Items:**
- Visit our website ([participate.nyc.gov](participate.nyc.gov)) on June 15th to fill out the RFI
- Share details of upcoming RFI to community partners
- Check back on July 29th to find out the results of our selection process
That's a wrap!

Thank you for participating. Additional Questions? Please contact participate@civicengagement.nyc.gov