

Participatory Budgeting Frequently Asked Questions

The Mayor's Office approved \$4.1 million dollars to the Planning Department to begin bringing to life projects and programs which fall under the Tenderloin Community Action Plan (TCAP). The TCAP offers solutions for housing and houselessness, health and wellness, neighborhood empowerment, arts and culture, safety and street conditions, and economic resilience.

How will the \$4.1 million be allocated?

\$600,000 of the \$4.1 million will be used for community engagement, facilitation, translation and interpretation, and a position in the neighborhood and the operation of the Community Stakeholder Group, leaving \$3.5 million to fund Ready-to-Go community development projects and programs. The Planning Department is committed to engaging a participatory budgeting process, where the Tenderloin neighborhood would ultimately vote on the projects that get funded with the \$3.5 million.

What is the Participatory Budgeting Process?

General process: The participatory budgeting process will request projects, collaboratively create criteria to evaluate projects, finalize a list of projects, and ultimately Tenderloin residents 16 and older will vote on preferred projects to be funded with a total of \$3.5 million dollars.

Step-by-Step:

1. Projects will be requested from the neighborhood through the Community Stakeholder Group, resident groups and community partners.
2. Planning will reach out to proposers to ensure all details of project feasibility is included in the submittal and will host a Information Session on 11/8 from 11:30-12:30 for submitters. The Community Stakeholder Group and the Planning Department collaboratively create criteria by which to evaluate each submitted project.
3. The Planning Department will share a final list of submitted projects and apply criteria to these projects and the final list of Ready-to-Go projects with criteria applied will be shared with the Community Stakeholder Group.
4. The Planning Department, the Community Stakeholder Group, and other community partners engage in outreach about the participatory budgeting projects and the upcoming vote.
5. Tenderloin residents can vote on projects. Projects with the most votes will be granted funding until the \$3.5 million in funds are exhausted.

What is a Ready-to-Go project or program?

Ready-to-Go projects and programs:

1. Exist currently
OR

2. Are new projects with identified project manager, project fiscal sponsor, purpose and goal, clear plan, and estimated cost. New projects must be deemed feasible (able to be achieved by the project leaders).

Only Ready-to-Go projects will be eligible for the participatory budgeting process in this round of funding. Projects that are not yet shovel-ready will be considered the Tenderloin Community Action Plan in later rounds of funding.

Neither the Planning Department nor any other agency will receive funds from the \$4.1 million for staffing.

What is the timeline?

- October 18th, 2022 – Project and program solicitation begins
- November 3rd 11:30AM-1:00PM (online) and November 10th from 11:30AM-1:00PM (in-person at Boeddeker Park Recreation Center, 246 Eddy Street, San Francisco, CA 94102) – Workshops for co-creation of criteria to evaluate projects will occur
- November 8 11:30-12:30 (online) – Information session for project and program submitters
- November 13, 2022, at midnight – Project proposals must be submitted for feasibility and criteria review.
- November 14-16, 2022 – Collectively developed criteria will be applied to project proposals.
- November 17, 2022 – The final list of projects with criteria applied will be shared at the Community Stakeholder Group meeting.
- December 2022 – The Planning Department will continue confirming project feasibility.
- January 2023 – The participatory budgeting vote will occur over a two-week period.

Why are we on this timeframe?

1. **Commit funding to meet immediate needs.** There are pressing challenges in the Tenderloin and a wealth of home-grown efforts to alleviate and solve for them. It is important to deliver this initial wave of funds to the community as quickly as possible.
2. **Demonstrate effective delivery of funds.** The team would like to demonstrate that budgeted resources can be delivered in a manner that reflects the high-need and urgency of challenges in the Tenderloin. Demonstrating that these funds can be released in a timely fashion may increase the likelihood of additional funding in the future.
3. **City contracting process takes time.** City processes governing the proper, legal, and equitable release of funds to the community take time. The time between the **approval** of the \$3.5 million in funds for community projects and the **delivery** of these funds can take anywhere from 6 months – 1 year or more. To ensure an efficient delivery, it is important to approve funds (commit the \$3.5 million to community projects) as early as possible.

The contracting process within the City system and the amount of staff time needed to manage and release this funding contributes to the length of time between approval and delivery of these funds.

Planning Department staff have been working to speed up this timeline since August 2022, one month after receiving the funds.

When do projects that get funded receive their funds?

1. At the earliest, projects and programs could receive funds from the City May 2023 through a Request for Proposals Process with a City agency. Other projects and programs may receive funding towards the end of 2023, depending on the project and program and the City agency managing the work.
2. Projects with existing City contracts and funding, if selected, could be funded through an existing, amended contract.

How does this interact with the Tenderloin Community Action Plan?

- One of the fundamental criteria for projects is that they fall within one of the goals of the Tenderloin Community Action Plan. All Ready-to-Go projects that are eligible for voting would have been reviewed for consistency with the goals of the Tenderloin Community Action Plan.
- All projects that are not yet shovel-ready but are suggested or submitted by the Tenderloin's communities will be considered in the Tenderloin Community Action Plan for implementation and will be discussed at the Community Stakeholder Group and Working Group meetings in early 2023.

How does this process ensure equitable participation?

- The Community Stakeholder Group – which includes residents and neighborhood-serving community organizations, is an important part of this process, supporting the request for projects and collaboratively creating the criteria by which projects will be evaluated.
- Outreach to engage Tenderloin residents will be a collaboration between the Planning Department and resident groups and neighborhood-serving organizations that work with marginalized residents.
- In a neighborhood with roughly 50% of resident speaking languages other than English at home, language access is a priority. Outreach will include interpretation and translation to ensure language access. This is in addition to direct partnership with neighborhood-serving organizations that work with a range of under-engaged populations.

What are the criteria for projects to move forward and why?

There are a few necessary criteria for projects and programs for this initial phase of funding.

- Within Tenderloin boundary. Project or program occurs within the Tenderloin official boundary.
- Community-driven and designed. Proposal comes from the Tenderloin community - residents or community organizations serving the Tenderloin residents or businesses.

The rest of the criteria will be collectively shaped by the Community Stakeholder Group and interested residents. It is important to collectively shape criteria to ensure that the final list of projects represent the values of the Tenderloin's diverse communities.

What is the decision-making process?

Collectively created criteria will be agreed upon via consensus during the criteria-building workshop

The final list of projects that qualify for voting will be approved by the Planning Department after the Department applies criteria.

The projects that will be funded will ultimately be decided on by the residents of the Tenderloin. Tenderloin residents 16 and older can vote on the projects they most prefer.

Can residents receive funds? How?

If a resident proposes a project or program, it meets the criteria collectively identified, and is voted as a priority by the neighborhood participants, and they have a fiscal sponsor, then the resident will work with the fiscal sponsor to use the funding to implement a project or program. A fiscal sponsor is a nonprofit organization that provides fiduciary oversight, financial management, and other administrative services to help build the capacity of charitable projects.

How will the City's grants process work?

The City's grant process cannot identify specific organizations to receive funding. The projects and programs prioritized by the neighborhood participants will fit within the scope of the City's grant Request for Proposals. Project and program sponsors will apply for grants when available.