

PARTICIPATORY BUDGETING CLEVELAND: 2022 ACTION PLAN

20
22

PARTICIPATORY **B**BUDGETING
CLEVELAND

WELCOME

Welcome to Participatory Budgeting Cleveland's 2022 Action Plan.

We're glad you're here with us on a path that leads, we hope, to a more democratic, resilient, and vibrant version of the city we love.

This document attempts to answer the question, "how would participatory budgeting work in Cleveland, Ohio?" Our grassroots coalition, Participatory Budgeting Cleveland (PB CLE), started with that question in early 2021 when the American Rescue Plan Act (ARPA) committed \$511.7 million in federal recovery funds to the City of Cleveland.

We saw, as did many others, an unprecedented opportunity to make transformative investments in Cleveland. We also saw an opportunity to transform how our city makes big decisions - who decides, when, where, and on what terms.

We believe Participatory Budgeting is that process. It ensures residents have real power to make real decisions. So we called on the **City of Cleveland to enable residents to decide directly how to spend \$30.8 million of ARPA dollars through participatory budgeting.**

Hundreds of conversations with Cleveland residents – experts in their neighborhoods – have informed this document, along with lessons from 700 North American cities that have used PB, the expertise of the national nonprofit Participatory Budgeting Project, and the insight of Cleveland-based activist and emerging PB expert, Ayat Amin, the primary author of this document.

We hope that this document enables Cleveland residents to feel confident about advocating for radically inclusive and democratic decision making in Cleveland. We hope that it motivates public officials to reinvigorate democracy and that it invites our community to strive for justice.

Sincerely,

The PB CLE Coordinating Committee: Laylah, Angelique, Loh, Molly, Daniel, Gwen, Nora, Austin, Liz, Robin, Jennifer, Molly, Steve, Adam, Seth, Trevor, Chrissy, Jonathan

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BACKGROUND

WHAT IS PARTICIPATORY BUDGETING?

Participatory Budgeting (PB) is a democratic process in which community members directly decide how to spend part of a public budget. PB gives people real power to make real decisions over real money. The process was first developed in Brazil in 1989, and there are now over 1,500 participatory budgets around the world, including 700 in the United States, most at the municipal level. PB is a 5-step process.



1. Pre-Planning

Design the process, reevaluate and make improvements each year.



2. Idea Collection

Residents submit ideas through online tools and meetings.



3. Proposal Development

Volunteer "budget delegates" turn community ideas into feasible projects.



4. Voting

The public votes on proposals that best serve the community.



5. Implementation

Proposals are turned over to the proper officials so they can be implemented.

KEY TERMS & PLAYERS

Before going forward in this document, it is important to differentiate between a few key players and terms.



PB CLE

PB CLE is the resident-led coalition advocating to bring the process of participatory budgeting to Cleveland. It is a fiscally sponsored project of the organization Cleveland Owns.

<https://www.pbcle.com/>



PB IN CLEVELAND

PB in Cleveland is the process of running Participatory Budgeting in Cleveland. We are asking the City of Cleveland to commit to implementing PB in Cleveland. This document describes what that collaboration could look like, including roles, timelines, budgets, etc.

THE PB CLE CONSULTANT

PB CLE hired PB consultant Ayat Amin to create this document. Ayat has gathered best practices from other cities, interviewed local and national experts, and synthesized those findings into this document, which serves as a starting point for planning actual implementation of PB in Cleveland.



PBP - PARTICIPATORY BUDGETING PROJECT

A national non-profit that supports cities in bringing the PB process to their city. They are often hired as consultants on this work, and have assisted PB CLE.

<https://www.participatorybudgeting.org/>

WHO IS PB CLE?

Participatory Budgeting Cleveland (PB CLE) is a coalition of Cleveland residents, grassroots groups, and organizations asking the City of Cleveland to enable residents to directly determine how to spend \$30.8 million of the \$512 million the city is receiving through the federal American Rescue Plan Act (ARPA).

PB CLE launched in spring 2021 as a grassroots campaign when Congress announced ARPA and the City of Cleveland's \$512 million allocation of recovery funds—the eighth-largest allocation in the nation. More than 60 local organizations and hundreds of Clevelanders across all 17 wards, as well as Cleveland's newly elected mayor and two newly elected city councilmembers, have endorsed PB CLE's call for the city to allocate \$30.8 million of ARPA funds.

PB CLE chose this dollar figure to represent the 30.8% of Cleveland residents who currently live in poverty—making Cleveland the poorest big city in the nation—and to signal the evidence-based belief that giving residents agency in spending public resources can materially improve community conditions.



Learn more about PB CLE at www.pbcle.com

ORGANIZATIONS FOR PB

The following organizations have endorsed PB CLE's campaign ask of \$30.8 million from ARPA towards PB in Cleveland. Their main actions include participating in events, endorsing the policy request to the city, and providing members who participate in the PB CLE coalition.

- Abide Yoga
- Alliance for the Great Lakes
- Bike Cleveland
- Black Lives Matter Cleveland
- Black Spring Cleveland
- Catholic Charities
- Concerned Citizens Organized Against Lead (CCOAL)
- Center for Health Affairs
- CityMusic Cleveland
- Cleveland Jobs with Justice
- Cleveland Nonviolence Network
- Cleveland Owns
- Cleveland VOTES
- Clevelanders for Public Transit
- Convivial Culture
- Cray Consulting Group, Inc
- Cuyahoga County Progressive Caucus
- Downtown Cleveland Residents
- End Poverty Now Coalition
- Environmental Health Watch
- Fair Housing Center for Rights & Research
- Freedom BLOC
- Harbor and Bridge Community Center
- Harvest 4the Homeless
- InterReligious Task Force on Central America and Colombia
- Kings & Queens of Art
- Lutheran Metropolitan Ministry
- Melanated Millennial Consulting (Project Coping Box)
- My Grow Connect
- Neighborhood Connections
- NEO Worker Center
- New Era Cleveland
- Northeast Ohio Black Health Coalition
- Northeast Ohio Coalition for the Homeless (NEOCH)
- OPAWL - Building AAPI Feminist Leadership in Ohio
- Organize! Ohio
- Our Revolution Cleveland
- Our Revolution Ohio
- Policy Matters Ohio
- Project Coping Box
- Reclaim Ward 4 PAC
- Refund Cleveland
- Rust Belt Riders
- Sisters of Charity Foundation of Cleveland
- Smart Development, Inc.
- St. Paul's Community Church
- The George Gund Foundation
- The Northeast Ohio Worker Center
- ThirdSpace Action Lab & Cafe
- Triedstone Missionary Baptist Church
- UBER Hostels, Inc.
- UHCAN Ohio
- University Settlement

OTHER PLACES WITH PB

This document utilizes research from other cities in the U.S. that have implemented PB. Full access to that research can be [found here](#).

City	PB Fund Size	Key Notes
NYC	- \$35M total for 33 wards from capital funds	In their 2014–2015 PB cycle, - 57% of voters identified as people of color - 44% w/ household incomes <NYC median - 23% could not vote in regular elections due to age or citizenship
Chicago	- \$1.3M for each ward from capital funds at ward level (called Aldermanic menu funds)	- 1st place to implement PB in the US - Made great improvements at language inclusion by having language-specific budget delegate groups
Seattle	- \$700k for youth through Dept of Neighborhoods	- Current proposal to utilize PB on the public safety budget
Philladelphia	-\$1M on capital projects	- Similarly sized city to Cleveland with PB
St. Louis	-\$4.7M over 5 years	- Runs PB through the Dept of Public Health
Grand Rapids, MI	-\$2M using ARPA funds	- Also using ARPA funds to utilize PB
Greensboro, NC	-\$500K per council district from capital funds	- First city in the South of the US to have PB
Vallejo, CA	-\$8.3M over 5 years	- Implemented sales tax to fund PB

HOW TO START PARTICIPATORY BUDGETING IN CLEVELAND

The following section builds on efforts already started by PB CLE. It details next steps Cleveland public officials can take to start PB in Cleveland.

WHERE WILL THE FUNDS COME FROM?

In 2021, PB CLE asked the City of Cleveland to enable residents to directly determine how to spend \$30.8 million of the \$512 million the city is receiving through the federal American Rescue Plan Act (ARPA). PB CLE chose this dollar figure to represent the 30.8% of Cleveland residents who currently live in poverty—making Cleveland the poorest big city in the nation.

PB in Cleveland will start with \$30.8M from ARPA dollars.

WHAT CAN ARPA FUNDS BE SPENT ON?

ARPA funding is allowed into four high-level categories:

- 1. Supporting Public Health Response** – This includes things like funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, premium pay for essential workers and certain public health and safety staff.
- 2. Replacing Public Sector Revenue Loss** – Due to COVID-19, the City of Cleveland lost tax revenue, which supports vital City services. Funds can be used to offset those losses and support direct services to people.
- 3. Address Negative Economic Impacts** – Funds can help workers, families, small businesses, non-profits, and industries negatively impacted by COVID-19.
- 4. Water, Sewer, or Broadband Infrastructure** – This includes things like investing to improve access to clean drinking water, wastewater and stormwater infrastructure, and to provide underserved locations with new or expanded broadband access.

Note: Education and public transit recovery funds are in separate ARPA budgets, and therefore would not be allowable focus areas for participatory budgeting proposals.

Unsure if a project idea qualifies?

See the detailed list of ARPA eligible projects in the Appendix Section 1.

HOW MANY YEARS WILL PB IN CLE (ARPA) RUN FOR?

We recommend dividing the fund of \$30.8M across two annual PB processes.

Here's why:

First, running PB for multiple years will give community members more opportunities to learn about, consider, and take part in PB. It will also enable PB volunteers, practitioners, and elected officials to evaluate and refine the PB process.

Second, PB works best with 5-20 projects per ballot. Spending all \$30.8M in one year would increase the likelihood that more than 20 projects would appear on a ballot; however, by strategically dividing the \$30.8M into smaller annual funds, we can keep the ballots and project sizes more approachable. Please note that if PB is split at the ward level, there will be 17 different ballots each year. This is accounted for in the table below.

Given that ARPA dictates funds must be allocated by the end of 2024, here is a potential implementation timeline:

	PB Cycle 1	PB Cycle 2
Target Timeline	Start in Summer 2022, Vote in Spring 2023	Start in Summer 2023, Vote in Summer 2024
Funding per cycle	\$10.8M	\$20M
Avg \$/cycle/Ward	\$635K	\$1.176M
Avg project size to have max 20 projects on the ballot*	\$31.7K	\$59K

**Projects can be larger than the number in the bottom row. The max size a project can have is the funding per cycle per ward (Avg \$/ cycle/ Ward). For example, for PB cycle 1 a project can be as large as \$635K, but this assumes only one project is selected for that ward.*

HOW IS THE FUNDING DISTRIBUTED?

OPTION 1: FUNDING IS SPLIT PER WARD & WEIGHTED

DESCRIPTION

Split the annual funding pool into 17 smaller funds that are weighted based on percent of Cleveland residents in poverty in that ward. Ex: Ward 5 has 9.93% of Cleveland’s population living in poverty, while Ward 17 has 3.64%. This means that with a \$30.8M funding pool, Ward 5 would get \$3.05M, and Ward 17 would get \$1.12M.

People can submit ideas only for their ward or submit their idea as a city-wide idea. If it is a city-wide idea, it will appear on the ballots in every ward, and the project cost will be split evenly from every ward.

PROS:

- Most equitable way of distributing funding as it factors poverty into the distribution, so poorer wards are allocated more funding.
- Since ideas are submitted on a mostly ward basis, ballots will be shorter, making it easier for residents to participate.
- Aligns with design of ARPA funding, as Cleveland was given a large sum through ARPA specifically because of its high poverty rate.

CONS:

- Can still have participation inequalities within a ward.



PB CLE RECOMMENDS THIS OPTION BECAUSE IT INCENTIVIZES INVESTMENT OF ARPA FUNDS AND PB PARTICIPATION IN COMMUNITIES WITH HIGH POVERTY RATES.

HOW IS THE FUNDING DISTRIBUTED?

OPTION 1 CONT: FUNDING IS SPLIT PER WARD & WEIGHTED

WHAT WOULD DISTRIBUTION LOOK LIKE FOR EACH WARD?

Ward	Share of CLE residents in poverty	Amount of PB Funding (\$ Millions)	Ward	Share of CLE residents in poverty	Amount of PB Funding
1	4.62%	\$1.42M	11	6.40%	\$1.97M
2	5.33%	\$1.64M	12	6.49%	\$2.00M
3	5.82%	\$1.79M	13	4.41%	\$1.36M
4	4.02%	\$1.24M	14	7.29%	\$2.25M
5	9.93%	\$3.06M	15	6.69%	\$2.06M
6	6.25%	\$1.92M	16	5.07%	\$1.56M
7	7.22%	\$2.22M	17	3.64%	\$1.12M
8	5.79%	\$1.78M	Total	100%	\$30.8M
9	5.14%	\$1.58M			
10	5.87%	\$1.81M			

Note -
1. Other metrics can be used to weight distribution (ex- social vulnerability index). We chose poverty because it most aligns with ARPA design.

2. This table will need to be updated once the redistricting process is complete.

Data sourced from The Center for Community Solutions.

HOW IS THE FUNDING DISTRIBUTED?

OPTION 2: EVENLY SPLIT FUNDING BY WARD

DESCRIPTION

Split the annual funding pool into 17 smaller funds. People can submit ideas only for their ward or submit their idea as a city-wide idea. If it is a city-wide idea, it will appear on the ballots for every ward, and the project cost will be split evenly from every ward.

Ex: With a \$30.8M funding pool, every ward can submit ideas on how \$1.82M can be spent.

PROS:

- Simplest way of managing PB funding pool for a larger city.
- Since ideas are submitted on a ward basis, ballots will be shorter, making it easier for residents to participate.

CONS:

- Not equitable because historically disinvested neighborhoods get the same amount of money as historically advantaged neighborhoods.

Note - A ward-level approach does not change the proposed structure of the Steering Committee that is documented later in this document.

HOW IS THE FUNDING DISTRIBUTED?

OPTION 3: ONE CITY-WIDE FUNDING POOL

DESCRIPTION

Residents from all parts of the city can vote on how the funding will be used. There is one ballot for the entire city.

PROS:

- Simplest way of managing the PB funding pool.

CONS:

- Since there is only one ballot, the ballot will likely have longer list of project ideas, making it more difficult for residents to vote. Data from Participatory Budgeting Project has found if there are too many projects on a ballot, residents will be discouraged from voting, which can exacerbate inequalities. 5-20 projects per ballot is ideal.
- Most likely to further exacerbate inequalities as there are fewer mechanisms to encourage traditionally excluded neighborhoods to participate at higher rates.
- Ideal option for smaller cities, but not equitable for a city of Cleveland's size.

NOTE:

A potential fourth option is allocating funding to 34 neighborhoods, rather than to 17 Wards. This scenario may make it easier for residents to participate in PB, since many identify by neighborhood rather than by Ward, especially in areas where Ward boundaries split neighborhoods. This scenario would also require a modified PB governance structure and may raise implementation costs.

HOW MUCH WILL IT COST?

A common question for PB processes is, "how much will it cost and who pays?"

On the following page, we have broken down the costs that go into running the PB process. At a high level, spending for PB falls into three categories:

- Staff
- Technology
- Supplies

Staff

Staff are people working full-time or part-time on PB. This category includes the Steering Committee members, a staffer at city hall dedicated to PB, a PB outreach expert hired by a partner nonprofit, consultants when needed, and compensation to the residents who will volunteer to be a part of this process as Budget Delegates.

Notes on equity:

We want to recognize that not all residents would be able to afford to participate in PB as a Steering Committee Member or a Budget Delegate as a volunteer. That's why PB CLE suggests a yearly stipend for Steering Committee Members and some compensation for Budget Delegates. In addition, we imagine some Budget Delegates may opt out of getting any payment. These suggestions are a starting point for a detailed conversation about implementation costs and equity.

Technology

Technology covers the digital tools required to run PB. This includes a website to accept project ideas, collect votes, and share results on implementation. This cost includes hiring a technical consultant to set up these tools.

Outreach Supplies

The PB process will involve reaching out to a lot of residents via traditional marketing methods. This budget category allows for supplies such as mailers to notify and educate residents about the process, and funds to run voting and ideation events. Funds for the latter are usually divided into stipends to pay for childcare, translators, and/or transportation to events.

HOW MUCH WILL IT COST/YR?

	Line Item	Breakdown of Cost	Total Cost
Staff	21 Steering Committee Members	\$8,000 each/year (~100 hrs/year at \$80/hr)	\$168,000
	1 City PB Program Manager	\$60,000 salary/year + benefits	\$84,000
	1 Non-profit Outreach Manager	\$60,000 salary/year + benefits	\$84,000
	400 Budget Delegates	\$100 per delegate Max 400 delegates/year	\$40,000
	Consultant (optional for pilot)	\$30,000	\$30,000
Technology	PB Technology	\$0	\$0
	IT Developer	~100 hrs at \$100/hr	\$10,000
Supplies for Outreach	Idea submission and GOTV event costs (Ex: gift cards, pizza, bus passes, translators)	\$100 per event ~315 idea events ~315 voting events	\$63,000
	Marketing Materials	Ex: flyers, ballots, mailers, internet ads	\$10,000
	Total Cost per Year		\$489,000

WHAT COMES NEXT?

Here are the immediate next steps so that a PB process can start in Cleveland in 2022.

1. Secure funding for implementation

To begin the PB process, the City will need to source funds for administrative costs, estimated at ~\$500k/yr. There are three potential sources for this funding, detailed below.

Option 1 - The City of Cleveland allocates an implementation budget in addition to the \$30.8M that will be allocated for PB in Cleveland. Using this approach, City Hall can demonstrate its full support for PB.

Option 2 - The funding is subsidized by a local philanthropic partner.

Option 3 - The funding is included in the \$30.8M that was allocated to PB, which would leave less money to implement projects.

2. Hire Key Staff

Once a budget source for administrative costs is secured, a City PB Program Manager and Non-profit Outreach Coordinator should be hired. Once these two individuals are hired, they can start hiring members of the Steering Committee.

3. Write PB Rulebook

Once a Steering Committee is hired, they can finalize the rules for the PB process by defining a PB Rulebook. Section three of this document can serve as a starting point for that document.

4. Begin Ideation Process

Once a PB Rulebook has been finalized, the ideation process can begin!

We estimate that the ideation process can begin in late 2022 if the Steering Committee is fully hired before the end of fall.

PB IN CLE RULEBOOK

The following section can serve as a guide for facilitating PB in Cleveland. It outlines essential PB values and goals, as well as important roles, tools, and implementation steps.

Future Steering Committee Members should use this "rulebook" as a starting point for discussions about how to implement PB in Cleveland.

VALUES OF PB CLE

Pro-democracy - We believe in governance by the people, for the people.

Authentic participation - We believe organized, truly representative groups of residents know best what our city needs, and that making space for everyone to fully contribute their time and talent is how we'll push solutions forward.

Anti-racism - We believe we must abolish hierarchies of race that are used to dehumanize and devalue Black people and people of color, and that those hierarchies continue to perpetuate racialized disparities in opportunity, health, safety, and beauty across the city.

Equity - We believe in meeting people where they are. That involves understanding the historical context around the unequal distribution of wealth and power in our community, and then working to shift those distributions.

"How" is as important as "what" - We move at the speed of trust in a way that creates opportunities for everyone to authentically participate in the process.

Outcomes matter - We are here to ensure that the people of our city see the full benefit of recovery funds firsthand.

Note - This page is a suggested list of values created by PB CLE. A future Steering Committee can choose to adopt and/or amend these values as they wish.

GOALS OF PB CLE

We aim for PB to have the following impacts:

1. **Open Up Government** - Enable residents to play a greater role in spending decisions and inspire increased transparency in Cleveland government.
2. **Expand Civic Engagement** - Engage more people in politics and the community, especially young people, people of color, immigrants, low-income people, the formerly incarcerated, and other marginalized groups.
3. **Develop New Community Leaders** - Build the skills, knowledge, and capacity of community members.
4. **Build Community** - Inspire people to more deeply engage in their communities and to create new networks, organizations and community economic opportunity.
5. **Make Public Spending More Equitable** - Generate spending decisions that are fairer, so resources go where they are needed most.

Note - This page is a suggested list of goals created by the PB CLE coalition. A future Steering Committee can choose to adopt and/or amend these goals as they wish.

TIMELINE

PB happens on a yearly basis according to the following cycle:

1. Pre-Planning 2 months

A regular check-in on planning the PB process. The steering committee is selected, public officials are brought on board, and the PB rulebook is updated.

2. Idea Collection 2 months

Residents submit ideas. This process often includes a series of community meetings run by the steering committee to gather ideas from the community.

3. Proposal Development 4 months

Budget Delegate groups join together to turn ideas into proposals ready for implementation.

4. Voting 1 month

Proposals are submitted to the community through a series of project expos, and votes are collected.

5. Implementation Flexible

Proposals are turned over to the proper officials so they can be implemented.

Case Study

What are the timelines in other cities?

	CHICAGO	NYC	VALLEJO, CA
Idea Collection	1 month	2 months	4 months
Proposal Development	4 months	3 months	6 months
Voting	1 week project expo 3 weeks voting	1 month GOTV 9 days voting	1 month voting
Implementation	8 months	2 months for City Council Approval	N/A

WHO IS INVOLVED?

We have identified the following as the main types of participants.



Steering Committee

Responsible for community outreach and government buy-in. The Steering Committee builds relationships between community members and public officials to establish the structure of the PB process. It also conducts outreach during the ideation and voting phases.



Budget Delegates

Help turn proposed ideas into researched project proposals. Each proposal should include an implementation plan that can be voted on.



City of Cleveland PB Program Manager

Facilitates City Hall's involvement in the PB process. Maintains equity and transparency. A city official responsible for supporting the PB process as part of their job. Their role is to facilitate involvement among city officials, remain neutral during the PB process, and maintain equity and transparency throughout the process.



Non-profit Outreach Manager

Assists the Steering Committee in conducting outreach. This person has equal oversight over the PB process as the City PB Program Manager, but their role is focused on conducting outreach to residents during all steps of the process.



Residents

Submit ideas and vote on proposals. More active residents can lead meetings for idea generation or volunteer to be Budget Delegates.



City Hall & other public officials

Answer questions from residents, Budget Delegates, and Steering Committee when necessary. They are connected to the process through the City PB Program Manager.

Note - During the first year, Cleveland may choose to hire a PB consultant who can advise on how to set up the process.

WHO IS INVOLVED?

STEERING COMMITTEE

- # OF PEOPLE** 21 Total with 2 types:
 17 Ward-specific Steering Committee Members
 4 City-wide Steering Committee Members
- HOW ARE THEY SELECTED/HIRED?** Members are chosen jointly by public officials and the previous Steering Committee (see page 42 for details).
 The Committee is reselected annually. Max term is 2 years.
- ARE THEY PAID?** Yes. Yearly stipend of \$8,000 each (~100 hrs/year at \$80/hr).
- WHO CAN BE ON THE COMMITTEE?** We recommend the committee to represent the full diversity of Cleveland's residents in the following ways:
- People who are well-connected to multiple community organizations
 - 3 residents living below or at the poverty line
 - 1 resident of public housing
 - 1 person from an immigrant community
 - 1 currently or formerly unhoused person
 - At least 13 BIPOC with a minimum of 10 being Black members
 - 1 Senior (age 65+)
 - 1 youth (age 14–18)
 - 1 member of the LGTQIA+ community
- Note: A single person can represent more than one of these identities

Responsibilities

What tasks is this group responsible for during each step of the process?

Pre-Planning 2 months	Ideation 2 months	Proposal Development 4 months	Voting 1 month	Implementation
Update the PB Rulebook	Recruit 15–20 Meeting Leaders each and jointly running ideation sessions	If needed, narrow down the number of ideas to be researched by using a pre-developed decision matrix	Run voting expos in the community	None
Help select future Steering Committee Candidates	Recruit Budget Delegates			
Expected Hrs: 20 (1-2 hrs/week)	Expected Hrs: 30 (2-4 hrs/week)	Expected Hrs: 30 (1-2 hrs/week)	Expected Hrs: 20 (3 hrs/week)	Expected Hrs: 0

*Meeting Leaders are one time volunteers whose role is to lead a single community meeting of at least 15 people

WHO IS INVOLVED?

BUDGET DELEGATES

- # OF PEOPLE** ~400 people. Approximately 2-3 budget delegates per proposal. We expect ~10 proposals in each ward.
- HOW ARE THEY SELECTED/HIRED?** Recruited by the Steering Committee during the ideation process. No application necessary.
- ARE THEY PAID?** Yes. \$100 each. Budget Delegates can opt out of this payment and choose to volunteer their time instead.
- WHO CAN BE A DELEGATE?** No restrictions.
- However, to ensure language inclusion, a few Budget Delegate groups will form around a language rather than an idea. Ex: A Spanish-speaking or Mandarin-speaking Budget Delegate group. Chicago Ward 49 PB group found that forming language-specific Budget Delegate groups greatly increased participation rates of non-English speakers. In these cases, a translator may also be hired.

Responsibilities

What tasks is this group responsible for during each step of the process?

Pre-Planning 2 months	Ideation 2 months	Proposal Development 4 months	Voting 1 month	Implementation
None	None	Turn feasible project ideas into proposals with a: <ul style="list-style-type: none"> • Budget • Timeline • Implementation plan Direct questions to public officials	Create virtual and physical presentations about their proposal	None
Expected Hrs: 0	Expected Hrs: 0	Expected Hrs: 32 (2 hrs/week)	Expected Hrs: 10 (2-3 hrs/week)	Expected Hrs: 0

WHO IS INVOLVED?

CITY PB PROGRAM MANAGER

- # OF PEOPLE** 1 person
- HOW ARE THEY SELECTED/HIRED?** Hired by the Mayor's Office.
- ARE THEY PAID?** Yes. ~\$60,000/year + benefits
- WHO CAN SERVE THIS POSITION?** Someone with a strong background in racial equity and transparency, effective at building relationships with city officials. Prior experience with participatory budgeting is a plus.

Responsibilities

What tasks is this person responsible for during each step of the process?

Pre-Planning 2 months	Ideation 2 months	Proposal Development 4 months	Voting 1 month	Implementation
<p>Supporting the hiring process for the Steering Committee with Outreach Manager</p> <p>Hire a technical consultant to set up digital PB ideation tools</p>	<p>Track outreach efforts to ensure they align with racial equity goals</p> <p>Support Steering Committee with connections to public officials when needed</p>	<p>Serve as main point person for connecting Budget Delegates to City Hall</p> <p>Work with city and technical consultant to set up digital PB voting tools</p>	<p>Track voting outreach efforts to ensure they align with racial equity goals</p>	<p>Hand off winning proposals to appropriate public officials for implementation</p> <p>Follow up on projects and report results to public to maintain transparency</p>
Expected Hrs: Full time	Expected Hrs: Full Time	Expected Hrs: Full Time	Expected Hrs: Full Time	Expected Hrs: Full Time

WHO IS INVOLVED?

OUTREACH PB PROGRAM MANAGER

- # OF PEOPLE** 1 person
- HOW ARE THEY SELECTED/HIRED?** Hired by a Cleveland-area non-profit to support the PB City Program Manager
- ARE THEY PAID?** Yes. ~\$60,000/year + benefits
- WHO CAN SERVE THIS POSITION?** Someone with experience as a community organizer and deep connections with residents in Cleveland. Prior experience with participatory budgeting is a plus.

Responsibilities

What tasks is this person responsible for during each step of the process?

Pre-Planning 2 months	Ideation 2 months	Proposal Development 4 months	Voting 1 month	Implementation
<p>Supporting the hiring process for the Steering Committee with Outreach Manager</p> <p>Create training materials for leading ideation sessions, to be approved by Steering Committee</p> <p>Expected Hrs: Full time</p>	<p>Run trainings for Meeting Leaders, who will run ideation sessions</p> <p>Assist Steering Committee with planning ideation events</p> <p>Expected Hrs: Full Time</p>	<p>Manage Budget Delegates to ensure progress on proposals is being made</p> <p>Expected Hrs: Full Time</p>	<p>Support Steering Committee in planning voting events as needed</p> <p>Plan logistics for voting events when necessary</p> <p>Expected Hrs: Full Time</p>	<p>Hand off winning proposals to appropriate public officials for implementation</p> <p>Ensure residents who are involved receive compensation for participating</p> <p>Expected Hrs: Full Time</p>

WHO IS INVOLVED?

RESIDENTS

- # OF PEOPLE** Thousands! As many as possible.
- HOW ARE THEY SELECTED/HIRED?** N/A, but certain demographics are targeted for greater outreach.
- ARE THEY PAID?** No.
- WHICH RESIDENTS ARE TARGETED?** One goal of PB CLE is to engage residents who are typically marginalized and/or underrepresented in the voting process.

In Cleveland, our target underrepresented groups are:

- Black, Indigenous, and POC residents
- Residents living at or below the poverty line
- Residents in public housing
- Non-English speakers
- The unhoused community
- Seniors (65+)
- Youth (14–18)
- Currently or formerly incarcerated persons
- LGBTQIA+ residents

Responsibilities

What tasks is this group responsible for during each step of the process?

Pre-Planning 2 months	Ideation 2 months	Proposal Development 4 months	Voting 1 month	Implementation
None	Attend ideation sessions and submit ideas Volunteer as Budget Delegates if interested	None	Attend voting sessions and submit votes Volunteer as poll workers if interested	
Expected Hrs: 0	Expected Hrs: 1	Expected Hrs: 0	Expected Hrs: 1	Expected Hrs: 0

WHO IS INVOLVED?

CITY HALL & OTHER PUBLIC OFFICIALS

OF PEOPLE TBD. Several members of relevant departments.

HOW ARE THEY SELECTED/HIRED? Existing public officials

ARE THEY PAID? Already existing paid staff.

WHEN ARE THEY ENGAGED? During Proposal Development, city officials act as resources for Budget Delegates on planning and feasibility; then, during Implementation, officials are charged with executing the winning proposals. City officials provide expertise on feasibility and implementation pathways for project ideas, not their opinions on the merits or worthiness of ideas.

The City PB Program Manager manages these relationships and helps ensure neutrality of public officials when vetting ideas.

Officials are required to make reports to the City PB Program Manager when asked about the status of projects chosen by the community.

Responsibilities

What tasks is this person responsible for during each step of the process?

Pre-Planning 2 months	Ideation 2 months	Proposal Development 4 months	Voting 1 month	Implementation
None	Provide feedback on idea feasibility when asked Share implementation updates from prior years, when applicable	Provide feedback to Budget Delegates on proposals when asked	Can vote as residents	Implement winning proposals

IMPLEMENTATION DETAILS

The following section responds to the most frequently asked questions about implementing PB.



General

- What technical tools should we use?
- What are our strategies for ensuring equity?



Idea Generation

- How many ideas can be submitted?
- What information do I need to submit an idea?
- Who can submit an idea?
- How many idea sessions do we need?
- How can this process be equitable?
- What type of project ideas are eligible?



Proposal Development

- What ideas are chosen to be researched?
- What should a final proposal have?
- What is the budget range for a project?



Voting

- What are the rules for voting?
- Who can vote?
- How do ideas win and how many win?
- How are votes collected?
- When does voting happen and for how long?
- How do we ensure voting is equitable?
- What are acceptable IDs for voting?



Implementation and Pre-Planning

- Who implements projects?
- How do we ensure transparency during implementation?
- Does the process happen yearly?
- How is a Steering Committee selected?

GENERAL

WHAT TECHNICAL TOOLS SHOULD WE USE?

To do this research, we leveraged two resources from People Powered. The first is their [Digital Participation Platforms Rating Matrix](#) and the second is their full dataset of PB technical tools compiled in [Airtable](#).

Our research consisted of looking at each platform's website, a demo version if available, and a real world example if available. A total of 16 platforms were researched and a summary all platforms researched is in Appendix Section 2.

Based on our research, we determined that the best technical tool for PB CLE should have the following 3 features:

- Ability for residents to submit ideas online
- Ability to collect votes on proposals online
- Ability to interface in multiple languages at once

Here are the top 4 solutions that meet all our criteria.

Platform	Pros	Cons
<u>Decidim</u>	<ul style="list-style-type: none">• Free• Widely used in the US for PB (NYC, Chicago, Seattle)• Has the best language options• Known to be reliable• Nice looking, customizable website	
<u>Consul</u>	<ul style="list-style-type: none">• Free option• Widely used globally for PB, but not as much in the US• Has a map feature	<ul style="list-style-type: none">• Have to make different pages for languages
<u>Your Priorities</u>	<ul style="list-style-type: none">• Free• Simple, easy to use interface for voting	<ul style="list-style-type: none">• Have to make different pages for languages• Not as widely used in US
<u>Citizen Lab</u>	<ul style="list-style-type: none">• Known to be reliable for US use• Nice looking, customizable website	<ul style="list-style-type: none">• Potential cost• Multiple languages is not ideal

GENERAL

WHAT ARE OUR STRATEGIES FOR ENSURING EQUITY?

Based on lessons learned in other cities, the best way to ensure equity is two-fold:

1. Proactively identify the underrepresented groups whose involvement you want to encourage.
2. Define guidelines for each step of the PB process to invite participation by the targeted underrepresented groups.

In Cleveland, our target underrepresented groups are the following:

- Black, Indigenous, and POC residents
- Residents living at or below the poverty line
- Residents in public housing
- Non-English speakers
- The unhoused community
- Seniors (65+)
- Youth (14–18)
- Currently or formerly incarcerated persons
- LGBTQIA+ residents

Note: This list is a duplicate of the one mentioned one page 25 when describing target residents.

IDEA GENERATION

HOW MANY IDEAS CAN BE SUBMITTED?

There is no limit of the number of ideas that can be submitted as long as ideas fit within the criteria of what is fundable.

WHAT INFO DO I NEED TO SUBMIT AN IDEA?

To be considered, an idea must have:

- A project title (10 words max)
- A paragraph describing the need for the idea (500 words max)
- (Optional) Contact information of a lead volunteer. This person will be responsible for organizing a Budget Delegate group to research the idea and develop a full proposal over the course of a few months.
 - Name
 - Email
 - Phone number
 - Name of organization you will work with (if applicable)

WHO CAN SUBMIT AN IDEA?

Anyone who lives in the city of Cleveland can submit an idea. There is no age requirement to submit an idea. To check if nonprofit involvement will be a conflict of interest, the Steering Committee can make nonprofits go through a pre-qualification process to participate. This is optional, but here is an [example of this process from Vallejo, CA](#).

HOW MANY IDEA SESSIONS DO WE NEED?

While there is no rule here, we recommend each ward having a minimum of 15 ideation sessions. We suggest 15 for two reasons:

1. It is feasible to do during the two months allocated to idea generation.
2. It is in line with the number of ideation sessions that other cities conduct.

We estimate that hosting 15 ideation sessions with 30 people per session will engage nearly 2% of all Clevelanders in PB. Hosting more ideation sessions would get even more folks involved. To engage 5% of Clevelanders, or just over 1,000 people per ward, for example, it may take hosting close to 40 ideation sessions per ward—a good aspiration for an ambitious Steering Committee.

IDEA GENERATION

HOW CAN THE IDEA PROCESS BE EQUITABLE?

A common concern with PB is whether it will exacerbate inequity by continuing to engage the “usual actors.” This is a real concern, but with upfront consideration to equity, a good PB process can address it.

The best strategy for addressing equity during the Ideation phase is to focus on participation of targeted underrepresented groups.

The best way to do this is to set equitable targets for Meeting Leader recruitment (A Meeting Leader is a resident volunteer who runs a project ideation session).

Here is an outline of how to do that:

First, Steering Committee Members (SCM) are each responsible for 15–20 ideation sessions. To make this work manageable in a two-month time frame, we suggest each SCM find 15–20 residents who are each willing to lead a meeting. Here is how we recommend SCMs find Meeting Leaders:

Ward-specific SCMs

Look for meeting leaders only in their ward, in places like:

- Public housing & senior housing
- High schools
- Homeless shelters
- CDCs / local business centers
- Faith institutions (mosques, synagogues, churches, temples)

Citywide SCMs

Look for meeting leaders from organizations that are city-wide in places like:

- Resident-led advocacy groups
- Nonprofits that operate city-wide (Ex: food banks or refugee groups)

Second, Meeting Leaders attend one training session led by the City PB Program Manager on how to facilitate a project ideation session, and are provided a toolkit to use. This will standardize the ideation process.

Third, each Meeting Leader plans and runs a single project ideation session, with support from the SCM when needed. We expect the work of Meeting Leaders to be volunteer-based and around five hours max.

SCM = Steering Committee Member

IDEA GENERATION

WHAT TYPES OF PROJECTS ARE ELIGIBLE?

Appendix Section 1 includes three pages with general descriptions of categories for eligible projects. Those tables are pulled from a [2021 Interim Performance Report](#) put together by the City of Cleveland in July 2021 to track ARPA spending.

Here is how you can use the tables in the appendix to see if your project is eligible.

1

Find what category your project falls under

The City of Cleveland has split ARPA funding into 5 high level categories which are:

- Public Health
- Negative Economic Impacts
- Services to Disproportionately Impacted Communities
- Premium Pay
- Infrastructure

2

See if your idea is listed under a description in that category

Once you have identified which category your project falls under, find that category section in the table in the Appendix.

Once you find the category, see if your idea fits into any of the descriptions for allowable spending in that category. If yes, you are good to ideate further!

If your idea is not listed, or you are unsure, submit it anyway.

Worst case, the idea will be filtered out during the Proposal Development process.

Best case, a city official might choose to implement your idea outside of the PB process. This happens often in PB processes around the US!

IDEA GENERATION

EXAMPLE SCENARIOS

We envision a PB process in which selected projects can be implemented by the city or a non-profit partner. Those projects can be capital projects or time-limited programmatic projects (i.e., have on-going program expenses with an end date).

Scenario 1 - Idea to stop street flooding

Abby has noticed that the street outside her school always floods whenever it rains. She submits a project idea to add infrastructure to prevent flooding by the school. It is a qualified ARPA idea according to row 5.6 in the table in Appendix Section 1.

During the proposal development phase, she discovers the best way to prevent floods on her street is a mix of more permeable tree lawns and more rain barrels. Her project proposal determines how much this will cost, and details that implementation will be conducted by the Northeast Ohio Regional Sewer District.

Scenario 2 - Set up a vaccine clinic

Ricardo in Ward 15 has noticed a lack of vaccinations in his Spanish-speaking neighborhood. He submits a project idea to run a vaccine clinic in Spanish every Sunday at their local church. It is a qualified ARPA idea according to row 1.1 in the table in Appendix Section 1. During the proposal development phase, they discover that this idea can be best implemented through the Department of Public Health.

Scenario 3 - Expand housing for the unhoused

Benjamin works for a local non-profit that supports the unhoused population and they are looking to expand their hours to provide warm places for the unhoused to stay during the day. He wants to submit an idea to PB on behalf of his non-profit so he first completes the PB conflict of interest form required for non-profits.

Once the form is complete, he then submits his idea to PB for the homeless shelter to hire more staff so they can expand their hours and stay open during the day. It is a qualified ARPA idea according to row 3.11 in the table in Appendix Section 1.

During the proposal development process, he takes care to recruit residents who are not a part of his non-profit as Budget Delegates to help develop the proposal. Residents vote to approve the project. The final project proposal states that money will be allocated through an RFP process which his non-profit can apply for since they completed their conflict of interest form.

PROPOSAL DEVELOPMENT

WHAT IDEAS ARE CHOSEN TO BE RESEARCHED?

Each ballot should aim to have a maximum of 20 ideas. Past PB processes have shown that ballots that are longer have lower participation rates. If a ward submits more than 20 unique ideas, here are two steps to narrow down the list:

1. **Feasibility:** The City PB Manager shares a shortlist of ideas with relevant public officials to determine if they are feasible. To ensure equity, city officials are not to give their opinions on the ideas; they are only to answer whether the idea is fundable by ARPA funds.

2. **Priority Ranking:** If there are still more than 20 project ideas that are feasible, then the Steering Committee can narrow down the list to 20 using a priority matrix. [We suggest using this Idea Ranking Tool](#) created by the Participatory Budgeting Project that ranks projects based on need, feasibility, and equity.

WHAT SHOULD A FINAL PROPOSAL HAVE?

A final proposal should have the following items:

- A detailed description of the budget
- An accurate estimate of project cost
- A list of locations for implementation

WHAT IS THE BUDGET RANGE FOR A PROJECT?

The upper limit for a project is the amount of funding allocated to its ward (or to the city, in the case of a city-wide PB process). We reference how to choose this number in Section 2: "How to Start PB in CLE ... How Many Years Will PB Run For?" on page 12.

VOTING

WHAT ARE THE RULES FOR VOTING?

Rules for voting are:

- People can vote only once and can vote for up to 20% of ideas. Ex: If there are 20 ideas on the ballot, a voter can vote for up to 4.
- Votes cannot be changed once made.
- A person cannot use all of their potential votes on the same project.
- A person does not have to use all of their potential votes.

WHO CAN VOTE?

Voters must show that they live in the city of Cleveland and are at least 14 years old or in the 8th grade.

HOW DO IDEAS WIN, AND HOW MANY WIN?

The ideas with the most votes are chosen to be implemented until the funding has run out.

HOW ARE VOTES COLLECTED?

Votes are collected in one of two ways: digitally or on paper.

Digital Votes: Digital votes are collected on a website set up by the City PB Program Manager, who may or may not choose to hire a technical consultant. Once the site is set up, residents can access it:

- online anytime during the month of voting
- on computers available at in-person voting events

Paper Votes: Paper ballots are designed for each ward by the City PB Program Manager, and are printed and provided as a resource for voting. Paper ballots can be submitted by:

- In-person voting events
- Pre-determined drop-off locations such as libraries, hospitals, community organizations, and the Board of Elections

For in-person voting events, Steering Committee Members should enlist one to two resident volunteers per event to collect paper ballots. After each event, Steering Committee Members record paper votes into the digital voting software.

Ballots for drop-off boxes ask for contact information so ID can be followed-up on if necessary.

VOTING

WHEN DOES VOTING HAPPEN, AND FOR HOW LONG?

Voting does not have to happen at the same time as a regular election cycle. Instead, according to the timeline [see page 23, "Timeline"] voting happens 9 months after the PB cycle has begun.

Voting lasts for one month.

HOW DO WE ENSURE VOTING IS EQUITABLE?

To ensure equity in the voting process, we need to ensure that target underrepresented groups are included (just as we did in the ideation phase). To do this, we suggest the following rules based on those implemented in NYC:

1. If voting takes place at a ward level, there should be at least one voting event for each underrepresented community member group [see the list on page 33], if the community group exists in the ward. Some wards may not have a sizable presence of a particular group, such as Non-English speakers; in that case, there may not be a need for a voting event aimed at that group in that ward.
2. The Steering Committee may consider providing food, childcare, travel support (RTA Cards), and interpretation services when possible to best support the participation of underrepresented community members.

VOTING

WHAT ID'S ARE ACCEPTABLE FOR VOTING?

In order to facilitate broad participation, voters may present a wide array of proofs of ID, including but not limited to one the below:

A government issued ID such as:

- State driver's license or non-driver ID
- Consular ID
- Passport (USA or issued by a foreign government)
- EBT card
- EAD card
- Military ID card
- Voter registration card
- Municipal ID
- Permanent Resident Card (Green Card) or other Immigration Documentation

Other acceptable forms of ID:

- Student ID
- Employee ID
- Residency Letter or Identification issued by a homeless shelter, halfway house, etc
- School records (naming the parents of children attending school and the parents' address)
- Union Membership Card

A document with name and current address such as:

- Utility bill
- Medical bill
- Credit card bill with name and current address
- Current lease
- Paycheck or paycheck stub from an employer or a W-2 statement
- Bank statement or bank-issued credit card statement
- Social Security Card or Social Security benefit statements or check
- Medicare or other insurance document with address
- Tax forms
- Title to any property (automobiles, house, etc.) with address
- Birth or marriage certificate

Eligible voters need only one of the above documents to vote.

If an eligible voter does not have any of these ID's, they may sign an affidavit confirming their age and residency in the city.

IMPLEMENTATION

WHO IMPLEMENTS PROJECTS?

Projects are implemented by the city using city staff and resources, just as they would be if the project funding came through an allocation by City Council. If the project idea is to fund or expand a nonprofit, the city uses its normal process for contracting out that work, including a conflict of interest validation and an RFP process.

HOW DO WE ENSURE TRANSPARENCY?

We suggest the city of Cleveland set up a website reporting the progress of projects selected for implementation. A lot of the tools researched for PB have this as a feature ([NYC example](#)), and this information can be collected on a 4-6 month basis by the City PB Program Manager from city officials.

PRE-PLANNING

DOES THIS PROCESS HAPPEN YEARLY?

The whole PB process takes a year and happens on an annual cycle. The first step to begin the process is to hire a Steering Committee who can then evaluate the progress of last year, make updates to the PB rulebook for the upcoming year, and start prepping for the idea generation process.

HOW IS A STEERING COMMITTEE SELECTED?

There is a three step process for selecting members.

- 1. Application Submitted** - The City PB Program manager puts out an application asking for name, contact information, description of interest in the role (optional), and asking if the candidate is interested in a ward or city-wide position. No resume is required.
- 2. Candidates Selected** - City Council and the mayor's office review applicants and each select 5, while the outgoing Steering Committee selects 11. During the first year, PB CLE can take the place of the outgoing Steering Committee.
- 3. Check for Equity** - The City PB Program Manager reviews for representation of targeted underrepresented groups and reports missing demographics. At this time, City Council, the mayor's office and the Steering Committee can amend their selected candidates if they wish.

FUTURE CONSIDERATIONS

WHAT COULD A NON-ARPA PB PROCESS IN CLE LOOK LIKE?

If the PB CLE process proves successful, it may interest public officials and residents to set up a PB process that is not tied to ARPA funding. The main question here is, "where will the funding come from?"

This question can be answered in 2024, when ARPA funding will be fully allocated, but here are some potential options for when that time comes.

Secure funding from specific department(s)

Most PB processes in the US start with one department and expand from there. It is not uncommon for PB funds to start with capital funds, often from the Department of Planning. NYC, Chicago, and Vallejo all have PB processes that are tied to capital funds. Some alternatives include using the Department of Public Health for the PB process (St. Louis), proposing to use the Department of Public Safety (Seattle), and creating a separate PB process where only teens can vote, funded through public school funds (NYC).

A big downside to this approach is that residents cannot submit project ideas that are outside the scope of this department. For example, in NYC's case, residents can submit ideas to improve streets or parks, but not ideas related to public safety or public health.

While Cleveland is implementing PB with ARPA funds, data can be collected on where residents submit ideas. If the majority of ideas fall under the jurisdiction of a single department, or a few departments, then this can be a good approach.

Use the General Fund

Another approach is to tie PB funding to the General Fund, rather than a specific department. This gives residents the most freedom when submitting project ideas. Since ARPA funds can support many departments, this could be a good approach, as residents will already be familiar with a PB process that interfaces with many departments.

A potential source of funding from within the General Fund are City Council Discretionary Funds. These funds are already allocated to each ward, and each councilor has flexibility on how and where this money is spent. Chicago funded their PB process through their version of Council Discretionary Funds.

THANK YOU



We're glad you're here with us on a path that leads, we hope, to a more democratic, resilient, vibrant version of the city we love.

We hope this document enables Cleveland residents to feel confident advocating for radically inclusive and democratic decision making in Cleveland. That it motivates public officials to reinvigorate democracy. And that it invites our community to strive for justice.

Sincerely,

The PB CLE Coordinating Committee: Laylah, Angelique, Loh, Molly, Daniel, Gwen, Nora, Austin, Liz, Robin, Jennifer, Molly, Steve, Adam, Seth, Trevor, Chrissy, Jonathan

www.pbcle.com
pbclecoalition@gmail.com

A special thanks to Ayat Amin, the lead author of this paper. Over two quick months, Ayat pinned down our vision for PB in Cleveland with brilliance and grace. Thank you!

APPENDIX

APPENDIX: SECTION 1

FULL LIST OF FUNDABLE ARPA IDEAS

In the summer of 2021, the City of Cleveland put together a 2021 Interim Performance Report on the status of Coronavirus State and Local Fiscal Recovery Funds (SLFRF) from the American Rescue Plan Act of 2021 (ARPA).

The report details where the city has already allocated funds and their thought process for determining where the remaining funds should be allocated. It also includes high level results from an online survey the City of Cleveland administered to residents on how to spend these funds.

For transparency, the report includes a Table of Expenses by Expenditure Category. The next three pages are copies of this Table of Expenses from the report. As of July 31, 2021 no expenditures have been made, which is why each row indicates zero dollars spent.

HOW TO USE THIS TABLE TO SEE IF YOUR PROJECT IDEA IS ELIGIBLE

1

Find what category your project falls under

The City of Cleveland has split ARPA funding into 5 high level categories which are:

- Public Health
- Negative Economic Impacts
- Services to Disproportionately Impacted Communities
- Premium Pay
- Infrastructure

2

See if your idea is listed in that category

Once you have identified which category your project falls under, find that category section in the table below.

Once you find the category, see if your idea fits into any of the descriptions for allowable spending in that category. If yes, you are good to ideate further!

If your idea is not listed, or you are unsure, submit it anyways. A city official might choose to implement outside of the PB process.

APPENDIX: SECTION 1

FULL LIST OF FUNDABLE ARPA IDEAS

Category		Cumulative expenditures to date (\$)	Amount spent since last Recovery Plan
1	Expenditure Category: Public Health		
1.1	COVID-19 Vaccination	\$0	\$0
1.2	COVID-19 Testing	\$0	\$0
1.3	COVID-19 Contact Tracing	\$0	\$0
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)	\$0	\$0
1.5	Personal Protective Equipment	\$0	\$0
1.6	Medical Expenses (including Alternative Care Facilities)	\$0	\$0
1.7	Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency	\$0	\$0
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)	\$0	\$0
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19	\$0	\$0
1.10	Mental Health Services	\$0	\$0
1.11	Substance Use Services	\$0	\$0
1.12	Other Public Health Services	\$0	\$0
2	Expenditure Category: Negative Economic Impacts		
2.1	Household Assistance: Food Programs	\$0	\$0
2.2	Household Assistance: Rent, Mortgage, and Utility Aid	\$0	\$0
2.3	Household Assistance: Cash Transfers	\$0	\$0
2.4	Household Assistance: Internet Access Programs	\$0	\$0
2.5	Household Assistance: Eviction Prevention	\$0	\$0
2.6	Unemployment Benefits or Cash Assistance to Unemployed Workers	\$0	\$0
2.7	Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)	\$0	\$0
2.8	Contributions to UI Trust Funds*	\$0	\$0
2.9	Small Business Economic Assistance (General)	\$0	\$0
2.10	Aid to nonprofit organizations	\$0	\$0
2.11	Aid to Tourism, Travel, or Hospitality	\$0	\$0
2.12	Aid to Other Impacted Industries	\$0	\$0
2.13	Other Economic Support	\$0	\$0
2.14	Rehiring Public Sector Staff	\$0	\$0

APPENDIX: SECTION 1

FULL LIST OF FUNDABLE ARPA IDEAS

Category		Cumulative expenditures to date (\$)	Amount spent since last Recovery Plan
3	Expenditure Category: Services to Disproportionately Impacted Communities		
3.1	Education Assistance: Early Learning	\$0	\$0
3.2	Education Assistance: Aid to High-Poverty Districts	\$0	\$0
3.3	Education Assistance: Academic Services	\$0	\$0
3.4	Education Assistance: Social, Emotional, and Mental Health Services	\$0	\$0
3.5	Education Assistance: Other	\$0	\$0
3.6	Healthy Childhood Environments: Child Care	\$0	\$0
3.7	Healthy Childhood Environments: Home Visiting	\$0	\$0
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System	\$0	\$0
3.9	Healthy Childhood Environments: Other	\$0	\$0
3.10	Housing Support: Affordable Housing	\$0	\$0
3.11	Housing Support: Services for Unhoused persons	\$0	\$0
3.12	Housing Support: Other Housing Assistance	\$0	\$0
3.13	Social Determinants of Health: Other	\$0	\$0
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators	\$0	\$0
3.15	Social Determinants of Health: Lead Remediation	\$0	\$0
3.16	Social Determinants of Health: Community Violence Interventions	\$0	\$0
4	Expenditure Category: Premium Pay		
4.1	Public Sector Employees	\$0	\$0
4.2	Private Sector: Grants to other employers	\$0	\$0
5	Expenditure Category: Infrastructure		
5.1	Clean Water: Centralized wastewater treatment	\$0	\$0
5.2	Clean Water: Centralized wastewater collection and conveyance	\$0	\$0
5.3	Clean Water: Decentralized wastewater	\$0	\$0
5.4	Clean Water: Combined sewer overflows	\$0	\$0
5.5	Clean Water: Other sewer infrastructure	\$0	\$0
5.6	Clean Water: Stormwater	\$0	\$0
5.7	Clean Water: Energy conservation	\$0	\$0
5.8	Clean Water: Water conservation	\$0	\$0
5.9	Clean Water: Nonpoint source	\$0	\$0
5.10	Drinking water: Treatment	\$0	\$0
5.11	Drinking water: Transmission & distribution	\$0	\$0

APPENDIX: SECTION 1

FULL LIST OF FUNDABLE ARPA IDEAS

Category		Cumulative expenditures to date (\$)	Amount spent since last Recovery Plan
5.12	Drinking water: Transmission & distribution: lead remediation	\$0	\$0
5.13	Drinking water: Source	\$0	\$0
5.14	Drinking water: Storage	\$0	\$0
5.15	Drinking water: Other water infrastructure	\$0	\$0
5.16	Broadband: "Last Mile" projects	\$0	\$0
5.17	Broadband: Other projects	\$0	\$0
6	Expenditure Category: Revenue Replacement		
6.1	Provision of Government Services	\$0	\$0
7	Administrative and Other		
7.1	Administrative Expenses	\$0	\$0
7.2	Evaluation and data analysis	\$0	\$0
7.3	Transfers to Other Units of Government	\$0	\$0
7.4	Transfers to Nonentitlement Units (States and Territories only)	\$0	\$0

APPENDIX: SECTION 2

FULL RESEARCH OF TECHNOLOGY TOOLS

Tool	Has 3 feature reqs	Cost	Real World Examples	Why did I research it?
<u>Decidim</u>	Yes	Free	<u>NYC - The People's Money</u>	<u>Matrix Top Solution, Free solution in airtable</u>
<u>Citizen Lab</u>	Maybe, Unsure about language options	Free option	<u>Lancaster, PA</u>	<u>Matrix Top Solution</u>
<u>Your Priorities / Citizen.is</u>	Yes	Free	<u>Example</u>	<u>Matrix Top Solution</u>
<u>Civocracy</u>	Unsure	~19,000 /yr	Need a demo	<u>Matrix Top Solution</u>
<u>Consul</u>	Maybe, no multiple languages at once	Free	<u>NYC - District 33</u>	<u>Matrix Top Solution, Free solution in this airtable</u>
<u>Loomio</u>	Maybe, unsure about language options	\$200/yr	n/a	<u>Matrix Top Solution</u>
<u>Social Pinpoint</u>	Maybe, Unsure about language options	<u>Unsure</u>	<u>Seems mostly used for feedback on planning</u>	<u>Matrix Top Solution</u>
<u>Standford PB</u>	No. Only allows voting, but can't be user submitted	Free	<u>Chicago 49th Ward</u>	Shared by PB coalition

APPENDIX: SECTION 2

FULL RESEARCH OF TECHNOLOGY TOOLS

Tool	Has 3 feature reqs	Cost	Real World Examples	Why did I research it?
<u>Discuto</u>	No, only for ideation and not voting	Free	n/a	<u>Free solution in this airtable</u>
<u>Adhocracy</u>	Maybe, unsure about languages	Free	n/a	<u>Free solution in this airtable</u>
<u>Citizen OS</u>	No, no support for multiple languages at once	Free	n/a	<u>Free solution in this airtable</u>
<u>Considerit</u>	No, no support for multiple languages at once and users can't submit ideas	Free	n/a	<u>Free solution in this airtable</u>
<u>Cobudget</u>	No, in beta	n/a	n/a	<u>Free solution in this airtable</u>