

# Neighborhood Matching Subfund

## Department Overview

The purpose of the Neighborhood Matching Subfund (NMF) is to provide grant resources for Seattle's communities to preserve and enhance the City's diverse neighborhoods, and to empower people to make positive contributions to their communities.

The NMF was established in 1988 to support partnerships between the City of Seattle and neighborhood organizations to undertake neighborhood-initiated planning, organizing and physical improvement projects. The City provides cash that is matched by the community's contribution of volunteer labor, donated materials and professional services, or cash. Applications are accepted from neighborhood-based organizations of residents or businesses, community-based organizations that advocate for the interests of people of color, and ad hoc groups of neighbors that form a committee for the purpose of a specific project. There are three categories of NMF awards:

- Large Projects Fund (awards up to \$100,000);
- Small and Simple Projects Fund (awards up to \$25,000); and
- Small Sparks Fund (awards up to \$1,000).

The Department of Neighborhoods (DON) administers the NMF. NMF staff coordinates with the Department of Parks and Recreation, Seattle Department of Transportation, Seattle Public Utilities, Department of Planning and Development and others when projects are within the jurisdiction of these departments.

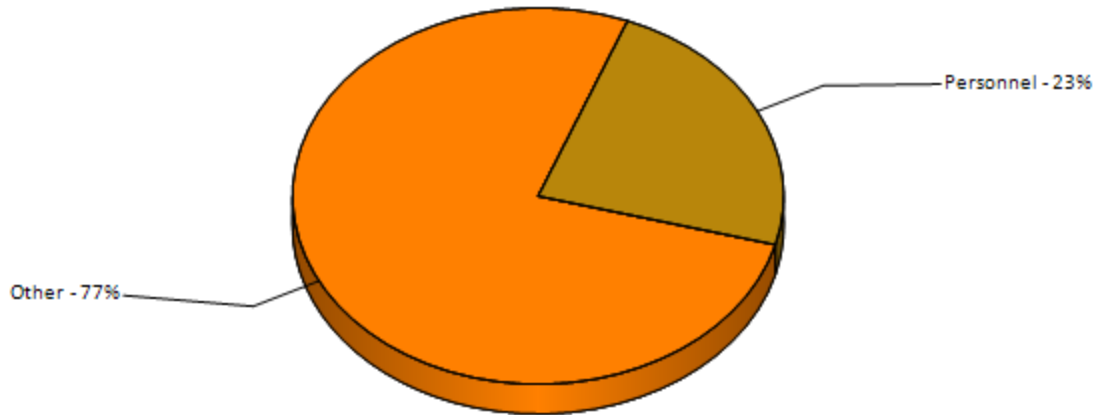
## Budget Snapshot

Department Support	2013 Actual	2014 Adopted	2015 Proposed	2016 Proposed
General Fund Support	\$2,604,867	\$3,529,677	\$2,148,807	\$3,725,991
Other Funding - Operating	\$0	\$361,218	\$1,861,300	\$361,300
<b>Total Operations</b>	<b>\$2,604,867</b>	<b>\$3,890,895</b>	<b>\$4,010,107</b>	<b>\$4,087,291</b>
<b>Total Appropriations</b>	<b>\$2,604,867</b>	<b>\$3,890,895</b>	<b>\$4,010,107</b>	<b>\$4,087,291</b>
Full-time Equivalent Total*	6.00	7.00	8.00	8.00

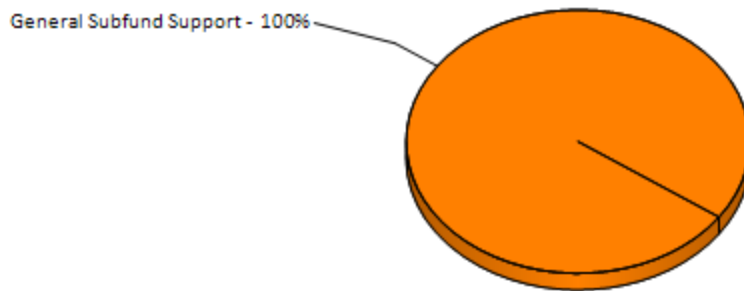
\* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Human Resources Director actions outside of the budget process may not be detailed here.

# Neighborhood Matching Subfund

## 2015 Proposed Budget - Expenditure by Category



## 2015 Proposed Budget - Revenue by Category



# Neighborhood Matching Subfund

## Budget Overview

The 2015-2016 Proposed Budget for the Neighborhood Matching Subfund (NMF) maintains existing funding for neighborhood projects. In 2015, the one-time use of accumulated unreserved fund balance frees up resources to increase funding for the Neighborhood Street Fund. The Neighborhood Street Fund supports construction and maintenance projects identified and prioritized by the community, and selected for funding by the Bridging the Gap Oversight Committee, Seattle Department of Transportation and the City Budget Office.

## Incremental Budget Changes

### Neighborhood Matching Subfund

	2015		2016	
	Budget	FTE	Budget	FTE
<b>Total 2014 Adopted Budget</b>	<b>\$ 3,890,895</b>	<b>7.00</b>	<b>\$ 3,890,895</b>	<b>7.00</b>
<b>Baseline Changes</b>				
Citywide Adjustments for Standard Cost Changes	\$ 14,061	0.00	\$ 14,061	0.00
Transfer Administrative Support from DON	\$ 29,128	1.00	\$ 29,128	1.00
<b>Proposed Technical Changes</b>				
One-time Use of Unreserved Fund Balance	\$ 0	0.00	\$ 0	0.00
Technical Adjustments	\$ 0	0.00	\$ 0	0.00
Final Citywide Adjustments for Standard Cost Changes	\$ 76,023	0.00	\$ 153,207	0.00
<b>Total Incremental Changes</b>	<b>\$ 119,212</b>	<b>1.00</b>	<b>\$ 196,396</b>	<b>1.00</b>
<b>2015 - 2016 Proposed Budget</b>	<b>\$ 4,010,107</b>	<b>8.00</b>	<b>\$ 4,087,291</b>	<b>8.00</b>

## Descriptions of Incremental Budget Changes

### Baseline Changes

#### **Citywide Adjustments for Standard Cost Changes - \$14,061**

Citywide technical adjustments made in the "Baseline Phase" reflect changes due to inflation, central cost allocations, retirement, healthcare, workers' compensation, and unemployment costs. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

#### **Transfer Administrative Support from DON - \$29,128/1.00 FTE**

As part of a broader effort to realign operations in the Department of Neighborhoods, 1.0 FTE administrative specialist is transferred to NMF.

# Neighborhood Matching Subfund

## Proposed Technical Changes

### One-time Use of Unreserved Fund Balance

This item reduces the General Fund allocation in 2015 by \$1.5 million and increases the use of fund balance by \$1.5 million. This reallocation will have no impact on the total grant resources available to neighborhoods and communities. NMF has accrued a significant fund balance and the one-time use of fund balance will allow for an increase in funding for the Neighborhood Street Fund. This adjustment swaps NMF fund balance with General Fund revenue, and the change is reflected on the revenue side of the budget. This use of fund balance will have no impact on the delivery of projects that have been awarded NMF funds nor will it reduce the annual funding made available for new projects.

### Technical Adjustments

Changes reflected in this category include budget neutral adjustments within or between Budget Control Levels that align funding with spending requirements, corrections to baseline adjustments made during Executive phase, and other technical changes to staffing and program funding requirements. These changes are considered technical in nature because they do not significantly affect approved department service delivery or require new or additional policy decisions.

### Final Citywide Adjustments for Standard Cost Changes - \$76,023

Citywide technical adjustments made in the "Proposed Phase" reflect changes due to inflation, central cost allocation, retirement, healthcare, workers' compensation, and unemployment costs. These adjustments reflect updates to preliminary cost assumptions established in the "Baseline Phase."

## Expenditure Overview

Appropriations	Summit Code	2013 Actual	2014 Adopted	2015 Proposed	2016 Proposed
<b>Neighborhood Matching Fund Budget Control</b>					
Large Projects Fund		820,463	1,474,549	1,505,515	1,540,141
Management and Project Development		678,459	903,909	960,394	967,436
Small and Simple Projects Fund		1,070,640	1,446,764	1,477,146	1,511,120
Small Sparks Fund		35,305	65,673	67,052	68,594
<b>Total</b>	<b>2IN00</b>	<b>2,604,867</b>	<b>3,890,895</b>	<b>4,010,107</b>	<b>4,087,291</b>
<b>Department Total</b>		<b>2,604,867</b>	<b>3,890,895</b>	<b>4,010,107</b>	<b>4,087,291</b>

<b>Department Full-time Equivalents Total*</b>	<b>6.00</b>	<b>7.00</b>	<b>8.00</b>	<b>8.00</b>
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# Neighborhood Matching Subfund

## Revenue Overview

### 2015 Estimated Revenues

Summit Code	Source	2013 Actual	2014 Adopted	2015 Proposed	2016 Proposed
587001	Operating Transfer In from Finance General	2,891,284	3,529,676	2,148,807	3,725,991
<b>Total General Subfund Support</b>		<b>2,891,284</b>	<b>3,529,676</b>	<b>2,148,807</b>	<b>3,725,991</b>
<b>Total Revenues</b>		<b>2,891,284</b>	<b>3,529,676</b>	<b>2,148,807</b>	<b>3,725,991</b>
379100	Use of (Contribution To) Fund Balance	-286,417	361,217	1,861,300	361,300
<b>Total Use of Fund Balance</b>		<b>-286,417</b>	<b>361,217</b>	<b>1,861,300</b>	<b>361,300</b>
<b>Total Resources</b>		<b>2,604,867</b>	<b>3,890,893</b>	<b>4,010,107</b>	<b>4,087,291</b>

## Appropriations By Budget Control Level (BCL) and Program

### Neighborhood Matching Fund Budget Control Level

The purpose of the Neighborhood Matching Fund Budget Control Level is to support local grassroots projects within neighborhoods and communities. The Neighborhood Matching Fund provides funding to match community contributions of volunteer labor, donated professional services and materials, or cash, to implement community-based self-help projects.

	2013 Actual	2014 Adopted	2015 Proposed	2016 Proposed
<b>Program Expenditures</b>				
Large Projects Fund	820,463	1,474,549	1,505,515	1,540,141
Management and Project Development	678,459	903,909	960,394	967,436
Small and Simple Projects Fund	1,070,640	1,446,764	1,477,146	1,511,120
Small Sparks Fund	35,305	65,673	67,052	68,594
<b>Total</b>	<b>2,604,867</b>	<b>3,890,895</b>	<b>4,010,107</b>	<b>4,087,291</b>
Full-time Equivalents Total*	6.00	7.00	8.00	8.00

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# Neighborhood Matching Subfund

*The following information summarizes the programs in Neighborhood Matching Fund Budget Control Level:*

## Large Projects Fund Program

The purpose of the Large Projects Fund is to provide funding to grassroots organizations initiating community building projects that require up to 12 months to complete and up to \$100,000 in Neighborhood Matching Funds.

	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
<b>Expenditures</b>	<b>Actual</b>	<b>Adopted</b>	<b>Proposed</b>	<b>Proposed</b>
Large Projects Fund	820,463	1,474,549	1,505,515	1,540,141

## Management and Project Development Program

The purpose of the Management and Project Development division is to administer the community grant awards by providing marketing and outreach to applicant groups; technical assistance and support to community groups for project development and implementation; administrative support coordinating and conducting the application review and award processes; and management and monitoring of funded projects to support high-quality and successful completion of projects.

	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
<b>Expenditures/FTE</b>	<b>Actual</b>	<b>Adopted</b>	<b>Proposed</b>	<b>Proposed</b>
Management and Project Development	678,459	903,909	960,394	967,436
Full-time Equivalent Total	6.00	7.00	8.00	8.00

## Small and Simple Projects Fund Program

The purpose of the Small and Simple Projects Fund is to provide funding for community building projects initiated by grassroots organizations that can be completed in 12 months or less and require up to \$25,000 in funding.

	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
<b>Expenditures</b>	<b>Actual</b>	<b>Adopted</b>	<b>Proposed</b>	<b>Proposed</b>
Small and Simple Projects Fund	1,070,640	1,446,764	1,477,146	1,511,120

## Small Sparks Fund Program

The purpose of the Small Sparks Fund is to provide one-time awards of up to \$1,000 for small community building projects initiated by grassroots organizations. Awards are available to neighborhood organizations with annual operating budgets under \$25,000.

	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
<b>Expenditures</b>	<b>Actual</b>	<b>Adopted</b>	<b>Proposed</b>	<b>Proposed</b>
Small Sparks Fund	35,305	65,673	67,052	68,594

# Neighborhood Matching Subfund

## Neighborhood Matching Subfund Fund Table

### Neighborhood Matching Subfund (00165)

	2013 Actuals	2014 Adopted	2014 Revised	2015 Proposed	2016 Proposed
<b>Beginning Fund Balance</b>	<b>4,224,709</b>	<b>3,876,261</b>	<b>4,511,126</b>	<b>4,149,909</b>	<b>2,288,609</b>
Accounting and Technical Adjustments	0	0	0	0	0
Plus: Actual and Estimated Revenues	2,891,284	3,529,676	3,529,676	2,148,807	3,725,991
Less: Actual and Budgeted Expenditures	2,604,867	3,890,895	3,890,893	4,010,107	4,087,291
<b>Ending Fund Balance</b>	<b>4,511,126</b>	<b>3,515,042</b>	<b>4,149,909</b>	<b>2,288,609</b>	<b>1,927,309</b>
Continuing Appropriations	4,150,126	3,016,973	3,016,973	1,355,736	1,355,736
<b>Total Reserves</b>	<b>4,150,126</b>	<b>3,016,973</b>	<b>3,016,973</b>	<b>1,355,736</b>	<b>1,355,736</b>
<b>Ending Unreserved Fund Balance</b>	<b>361,000</b>	<b>498,069</b>	<b>1,132,936</b>	<b>932,873</b>	<b>571,573</b>