

EAST FEDERAL WAY

PARTICIPATORY

BUDGETING GUIDEBOOK

2023-2024



**How do you want to spend funds
in your area?**

HOW CAN **YOU** BE PART OF PARTICIPATORY BUDGETING?

Be a volunteer – various positions and roles are available

- ▶ Apply for **Steering Committee** membership
- ▶ Serve as a **Proposal Advocate**
- ▶ Share information about participatory budgeting in your community by becoming a Participatory Budgeting **Ambassador**
- ▶ You or your organization can become a Participatory Budgeting **Community Connector** and host community events

Be part of the process!

- ▶ Attend community events and/or meetings
- ▶ Submit an idea or give input
- ▶ Become a volunteer
- ▶ Take part in participatory budgeting activities
- ▶ Share information with your family, friends, neighbors, and networks about participatory budgeting in your area



FOCUS AREAS

The White Center/North Highline steering committee members decided to focus the process on (but not restrict it to) investments related to the following:

Capital projects

- ▶ Biking and walking paths
- ▶ Business district street improvements
- ▶ Community garden
- ▶ Community spaces and cultural centers
- ▶ Increasing mobility options
- ▶ Park Improvements
- ▶ Safe routes – street and sidewalk improvements

The focus area for capital projects encompasses projects that prioritize the promotion of community well-being, inclusivity, and sustainability.

These projects must demonstrate a clear commitment to addressing specific social and economic challenges faced by the East Federal Way community.



WHO CAN...

Submit an idea?

Anyone: Must live, work, go to school, or worship in, and/or be able to demonstrate a strong connection to, this community.

Serve as a proposal advocate?

Age 18 and up: Must live, work, go to school, or worship in, and/or demonstrate a strong community connection to, this community.

Vote?

Age 12 and up: Must live, work, go to school, or worship in, and/or demonstrate strong connection to, this community.

There are no citizenship or identification requirements.

PROJECT ELIGIBILITY

What are capital projects and investments?

Definition: A capital investment must be for a physical thing that is bought, built, installed, and/or fixed up, including infrastructure, roads, buildings, land, parks, and equipment. Each project must generally be usable for at least 10 years and must provide a public benefit. Depending on the funding source, there may be additional requirements. The project must be within the boundaries of unincorporated East Federal Way.

- ▶ There is **no minimum** and **no maximum** cost for capital projects in unincorporated East Federal Way.
- ▶ There will be no more than seven capital projects for this community on the ballot.

Feasibility: We embrace projects of all scales, accommodating both small and large endeavors. We eagerly encourage ideas of any magnitude, recognizing the potential for innovation and creativity in projects of various sizes.



KEY CONSIDERATIONS

Considerations for capital projects in East Federal Way center around three essential principles: geographic restriction, emphasis on diversity, equity, and inclusion, and a focus on needs-based initiatives.

First, all rules must acknowledge that projects are specifically targeted to East Federal Way, ensuring that proposals address the unique needs and characteristics of this geographical area.

Second, there must be an emphasis on diversity, equity, and inclusion, with a commitment to actively involve and represent individuals from various backgrounds, age groups, and affiliations to promote fairness and equal opportunities to participate.

Finally, the prioritization of needs-based capital projects should be at the core, where proposals aim to address critical community requirements and challenges, ultimately delivering tangible benefits that foster growth, sustainability, and overall improvement to well-being and quality of life in East Federal Way.

Other considerations | Prioritization for proposal development

Anti-displacement: Capital projects must incorporate measures to prevent displacement and ensure stability and well-being for vulnerable populations, including but not limited to individuals and families with low incomes. Efforts should be made to protect existing capital assets (such as parks) and develop new accessible capital projects in East Federal Way.

Community engagement: Throughout the planning and implementation of capital projects, community engagement and input should be actively sought and considered. This includes consultations with residents, community leaders, and relevant stakeholders to make sure that capital projects align with the East Federal Way community's values and priorities.

KEY CONSIDERATIONS – CONTINUED

Culturally relevant community centers: Capital projects must prioritize the establishment or enhancement of community centers that celebrate and preserve the cultural heritage of the residents in East Federal Way. These centers should offer programming and resources that reflect the diversity and traditions of the community.

Culturally relevant health care facilities: Capital projects should focus on developing health care facilities that address the unique needs and concerns of East Federal Way's diverse population. These facilities must offer culturally sensitive and accessible services to all residents

Economic development: Capital projects should contribute to the economic growth and prosperity of the East Federal Way community by fostering job creation, entrepreneurship, and skill-building opportunities. Emphasis should be placed on capital projects that empower marginalized populations and support local initiatives.

Evaluation and accountability: Regular assessments and evaluations of the capital projects' outcomes and impacts should be done to make sure they remain aligned with the focus areas and desired goals. Transparency and accountability in project execution and budget allocation are essential to maintain public trust.

Flexibility and adaptability: The focus area for capital projects in East Federal Way should remain flexible to accommodate changing community needs and evolving challenges. As new issues arise, efforts should be made to adjust project plans accordingly, making sure that initiatives remain relevant and effective over time.

Spaces for youths: Capital projects should include dedicated spaces and facilities that cater to the needs and aspirations of young people in East Federal Way. These spaces should encourage positive youth development, recreational activities, educational opportunities, and social engagement.

Sustainability and environmental impact: Capital projects in East Federal Way should follow sustainable design principles, aim to minimize their ecological footprint, and promote environmental responsibility. Efforts should be made to integrate green spaces, energy-efficient infrastructure, and environmentally friendly practices into the projects.

VOTE PLANNING & PROCESS

Method: Ranked choice

Voters rank their top five favorite projects, regardless of cost.

Voting contingency

If the top three projects tie but cannot all be funded, the steering committee has decided to prioritize based on:

- ▶ Promoting meaningful racial equity
- ▶ Anti-displacement plus welcoming back those who have been displaced
- ▶ Within the budget, finding a way to fund all three
- ▶ Making budget considerations to fund projects

If the top two projects in terms of votes can be funded but the third project cannot be fully funded based on the remaining budget, the project will be funded at a range approved in proposal development for funding.

If the third project cannot be fully funded, the committee will attempt to partially fund it if possible. If it can't be partially funded, the committee will move to the next project with the most votes. The goal is to use the full budget.

If for some reason a project becomes infeasible after being funded by a community vote, project funds will be used to fund the highest-voted project that did not receive funding and/or to provide additional or contingency funds for funded projects.

2021-22 (CYCLE 1) **FUNDED PROJECTS**

Capital improvement projects

- ▶ Lake Geneva Park Upgrades “Let’s Play” (\$1.5 million)
- ▶ Cultural Community Center for East Federal Way (\$350,000)
- ▶ Community Garden/P Patch Fund (\$100,000)
- ▶ Utility Box – Art Murals (\$35,000)