



# Multnomah County Agenda Placement Request Budget Modification

(Revised 9/23/13)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R.5 DATE 2/8/18  
MARINA BAKER, ASST BOARD CLERK

## Board Clerk Use Only

Meeting Date: 2/8/18  
Agenda Item #: R.5  
Est. Start Time: 10:30 am approx  
Date Submitted: 1/25/18

Agenda Title: **BUDGET MODIFICATION # MCLD-01-18: Mt. Hood Cable Regulatory Commission (MHCRC) Digital Inclusion Resources Database Grant**

Requested Meeting Date: February 8, 2018 Time Needed: 5 minutes  
Department: Multnomah County Library District Division: Content Strategies  
Contact(s): Daniel Flanigan  
Phone: 503-988-5431 Ext.  I/O Address 317/LAL  
Presenter Name(s) & Title(s): Jon Worona, Library Director of Content Strategy

## General Information

### 1. What action are you requesting from the Board?

Convene as the Multnomah County Library District Board and authorize an appropriation of \$76,816 to the Library District Fund (1520) for the first year of a Digital Inclusion Resources Database Grant from the Mt. Hood Regulatory Commission (MHCRC).

### 2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.

Library District Budget Modification MCLD-01-18 to Fund 1520 is presented in conjunction with Budget Modification LIB-05-18 to Library Fund 1510. Revenue from the MHCRC grant is received in Library District Fund 1520 and transferred to Library Fund 1510, where the grant related expenditures occur.

The grant period is October 2017 through September 2020. The three-year grant includes a cash contribution of \$91,216.00 from the Mt. Hood Cable Regulatory Commission (MHCRC) and in kind matching resources of at least 50% of the total project budget. The library and county IT staff will provide \$106,508.00 in matching resources through personnel.

This budget modification includes the revenue for year one from MHCRC, \$76,816, as well as the transfer of those funds to the County Library Fund 1510 via cost element 60160, Pass Thru & Program Support. All expenditures for the Digital Inclusion Resources Database Grant, including the expenditure match by Multnomah County Library, are made in County Library Fund 1510.

#### The Need:

Community based organizations (CBOs) in Portland and Multnomah County have identified the need to provide digital equity resources — culturally appropriate support and training, computers and Internet access — to underserved populations excluded from the digital economy. This need is highlighted in the Digital Equity Action Plan (DEAP), adopted by the Board of County Commissioners, Library District Board, and Portland City Council in April 2016.

#### The Solution:

Multnomah County Library, leading member of the Digital Inclusion Network (DIN), will create and maintain a searchable, web-based database and location-aware map and inventory of digital inclusion training, free WiFi, hardware resources, and public computing centers, for use by CBOs. This is represented by Strategic Action 2.1 of the DEAP: "Create and maintain a searchable, web-based database of digital inclusion programs, services, activities and training tools for use by community organizations."

DIN organizations offer a breadth of services for populations left out of the digital economy, and their client bases intersect among populations targeted by this database: low income individuals and families; older adults; communities of color; people with disabilities; and people with limited English proficiency. As CBOs interact with clients on a daily basis to help people with disabilities, and/or in need of stable housing, internet access, a computer, basic human rights, health services, county services, education, library services, voting rights, employment, social justice, and more, service providers will have a resource to ensure that technology is a basic right as important as any of the other services and referrals they are providing.

The library, in partnership with Multnomah County Information Technology, will gather requirements in collaboration with the DIN in order to direct consultant contractor technology firm OMBU in the development of a keyword searchable, web-based database of digital inclusion programs, services, activities and training tools for use by CBOs. This database will be unique and much more effective than a Google search for digital inclusion resources in this region because it will be curated in partnership with the DIN and collect community organization data and resources in an authoritative, "one-stop-shop" for the tools to meet the pronounced and growing need for internet access, devices and training among targeted populations. The database, a capitalized asset under general accounting standards, will utilize the I-Net and be maintained and developed by the Library and County IT.

This grant would be part of Program Offer 8011, Equity and Inclusion.

### **3. Explain the fiscal impact (current year and ongoing).**

In the current year revenue from Non Government Grants (50210) is increased \$76,816; expenditure in Pass Thru & Program Support (60160) is also increased \$76,816 as a transfer to Library Fund 1510.

Ongoing, both revenue and transfer expenditure will increase \$14,400 over the remaining two years of the grant.

**4. Explain any legal and/or policy issues involved.**

This action supports the Board's adoption of the Digital Equity Action Plan.

**5. Explain any citizen or other government participation.**

This grant provides the opportunity to partner with local agencies and various organizations that can offer their professional expertise to help to bridge the digital divide for digitally excluded residents in Multnomah County. Community organization providers of digital inclusion services (many of whom are members of the Digital Inclusion Network, that is led by a library, county, and City of Portland steering committee) have committed to:

- Develop and maintain up-to-date profiles in the database to share and locate services, events, activities, training tools and curriculum offered;
- Use the database as a clearinghouse of digital equity resources to leverage the work and best practices developed by digital equity providers;
- Identify and engage other organizations that are digital equity providers, to contribute their profiles and resources to the database, and;
- Champion the resource to community based organizations to use to better serve their target populations.

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**Budget Modification**

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**6. What revenue is being changed and why? If the revenue is from a federal source, please list the Catalog of Federal Assistance Number (CFDA).**

50210 – Non Government Grants is increased \$76,816.

**7. What budgets are increased/decreased?**

Revenue : 50210 – Non Government Grants is increased \$76,816;  
Expenditure: 60160 – Pass Thru & Program Support is increased \$76,816.

**8. What do the changes accomplish?**

Allow for development of the Digital Inclusion Resources Database project.

**9. Do any personnel actions result from this budget modification?**

No.

**10. If a grant, is 100% of the central and department indirect recovered? If not, please explain why.**

The grant does not allow for indirect cost reimbursement; central indirect is a part of the Library's match, and is accounted for in the Library Fund.

**11. Is the revenue one-time-only in nature? Will the function be ongoing? What plans are in place to identify a sufficient ongoing funding stream?**

This is a one-time, three-year grant. Ongoing activities will be folded into Library and County IT operations.

**12. If a grant, what period does the grant cover? When the grant expires, what are funding plans? Are there any particular stipulations required by the grant (e.g. cash match, in kind match, reporting requirements, etc)?**

The grant period is October 2017 thru September 2020. When the grant expires, costs for any ongoing activities will be included in Library Fund 1510 budgets.

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**Required Signature**

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**Elected Official or  
Dept. Director:** Vailey Oehlke /s/

**Date:** January 25, 2018

**Budget Analyst:** Jeff Renfro /s/

**Date:** January 25, 2018

**Department HR:** n/a-

**Date:** n/a-

**Countywide HR:** n/a-

**Date:** n/a-

Budget Modification ID: **MCLD-01-18****EXPENDITURES & REVENUES**

Please show an increase in revenue as a negative value and a decrease as a positive value for consistency with SAP.

Budget/Fiscal Year: 2018

Line No.	Fund Center	Fund Code	Program #	Func. Area	Internal Order	Accounting Unit		Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal	Description
						Cost Center	WBS Element						
1	81-00	1520		1520		810000		50210	(1,644,664)	(1,721,480)	(76,816)		Non Government Grants
2	81-00	1520		1520		810000		60160	81,063,876	81,140,692	76,816		Pass Thru & Prgr Support
3										0			
4										0			
5										0			
6										0			
7										0			
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											0	0	GRAND TOTAL