



**Multnomah County  
Agenda Placement Request  
Budget Modification**  
(FY 2018)

APPROVED: MULTNOMAH COUNTY  
BOARD OF COMMISSIONERS  
AGENDA # R.4 DATE 2/8/18  
MARINA BAKER, ASST BOARD CLERK

**Board Clerk Use Only**

Meeting Date: 2/8/18  
Agenda Item #: R.4  
Est. Start Time: 10:25 am approx  
Date Submitted: 1/25/18

**Agenda Title: BUDGET MODIFICATION # Lib-05-18: Digital Inclusion Resources Database Grant from Mt. Hood Cable Regulatory Comm.**

**Requested Meeting Date:** February 8, 2018 **Time Needed:** 5 minutes

**Department:** 80 - Library **Division:** Department Administration

**Contact(s):** Daniel Flanigan

**Phone:** 503-988-5431 **Ext.**  **I/O Address** 317/LAL

**Presenter Name(s) & Title(s):** Jon Worona, Director of Content Strategies

**General Information**

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

Approve Budget Modification Lib-05-18 for year one of a three year Digital Inclusion Resources Database Grant from the Mt. Hood Cable Regulatory Commission which increases the FY18 appropriation \$76,818.

**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 Budget Modification Lib-05-18 is presented in conjunction with Budget Modification MCLD-01-18 to Library District Fund 1520. Revenue from the Digital Inclusion Database Grant is received in Library District Fund 1520 and transferred to Library Fund 1510, where the grant related expenditures occur.

The Digital Inclusion Resources Database Grant includes funding from the Mt. Hood Cable Regulatory Commission and an expenditure match by Multnomah County Library. The in kind expenditure match includes Library and County IT personnel resources.

**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 under served 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 expenditures are \$76,816; offset by grant revenue of \$76,816 via a transfer from Multnomah County Library District Fund 1520. In addition there is an in kind expenditure match consisting of a reallocation of existing Library and County IT staff personnel resources in an amount of \$38,400.

In the final two years of the grant, additional revenues are estimated at \$14,400 from MHCRC , with an in kind match of \$68,099 from the Library. These will be included in the FY19 and FY20 budgets.

**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).**

IG-OP-Other (50200), payment transfer from Multnomah County Library District increased \$76,816. All revenue from the Digital Inclusion Resources Database Grant is received by Multnomah County Library District Fund 1520 and transferred to Library District Fund 1510.

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

Revenue:

IG-OP-Other (50200), increased \$76,816

Expenditures:

Capital Expenditures (60550), increased \$76,816

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

Allow for the 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 in kind match.

**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 grant over a three year period.

**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. Costs for ongoing activities will be included in future budgets upon the expiration of the grant.

**Required Signature**

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<b>Elected Official or Dept. Director:</b>	Vailey Oehlke /s/	<b>Date:</b>	January 25, 2018
<b>Budget Analyst:</b>	Jeff Renfro /s/	<b>Date:</b>	January 24, 2018
<b>Department HR:</b>	n/a-	<b>Date:</b>	n/a-
<b>Countywide HR:</b>	n/a-	<b>Date:</b>	n/a-

### Exp/Rev/FTE - Budget Modification

Budget Year: 2018

Budget Modification: Lib-05-18

#### Expenditures & Revenues

An increase in revenue is shown as a negative value and a decrease as a positive value for consistency with SAP.

Line No.	Program Offer Number	Fund Code	Fund Center	Func. Area	Cost Object	Cost Element	Current Amount	Revised Amount	Change Increase/ (Decrease)	Subtotal
1	80011-18	1510			800000	50200 - IG-OP-Other	(79,215,198)	(79,292,014)	(76,816)	
2	80011-18	1510			800000	60550 - Capital Equipment	0	76,816	76,816	
<b>1510 Total</b>										<b>0</b>
<b>Total</b>										<b>0</b>
<b>Program Offer Number 80011-18 Total</b>										<b>0</b>

## Exp/Rev/FTE - Budget Modification

Budget Year: 2018

Budget Modification: Lib-05-18

### Annualized Personnel Changes

Change is shown on a full year basis even though this action affects only a part of the fiscal year (FY).

No positions were affected by this Budget Modification.

### Current Year Personnel Changes

Cost/savings that will take place in this FY; these explain the actual dollar amounts being changed by this BudMod.

No positions were affected by this Budget Modification.