

About the program

King County Local Services is recruiting community members to serve on a steering committee that will co-create a participatory budgeting process with the county. The committee will focus on five urban unincorporated areas:

- Skyway/West Hill
- North Highline/White Center
- East Federal Way
- Fairwood
- East Renton Plateau

King County approved funding for the Urban Unincorporated Area Participatory Budgeting Program in its 2023-2024 biennial (two-year) budget and will spend the funds as directed by the communities.

Allocated funding

\$8,850,000 on capital projects in Skyway/West Hill, North Highline, East Renton, Fairwood, and East Federal Way. Capital funds can be used for projects that needs to be built or substantially replaced, such as buildings, sidewalks, bike lanes, landscaping, signs, play structures, etc.

\$2,900,000 for services or programs in Skyway/West Hill and North Highline. This funding can be used for programs or services, such as after-school programs, job training, mental health or other healthcare program/services, program operational cost, food scarcity, art supplies, or sidewalks/play structures.

Responsibilities

Members of the steering committee will develop and lead a participatory budgeting process in each of the five communities listed above. Members will be asked to act as ambassadors to their communities by actively engaging community members in the participatory budgeting process, recruiting participants, and leading proposal development, staff voting polls.

Qualifications

Steering committee membership is open to all members of the public who **live, work, attend school, play, and/or worship in the community they seek to represent, or who can demonstrate any other strong connection to that community**, such as having been displaced from there due to gentrification. No experience necessary—all adults 18 years or older are encouraged to apply.

Term of service

Steering committee members will serve through December 2024.

Compensation

Members will be paid \$50 per hour—or they can choose to receive a stipend of \$599 per year—for their time participating in meetings.

Requirements

- A strong desire to be of service to your community and to promote racial equity and anti-racist work in King County.
- Interest in using an equity lens to shape the future of King County by helping to create and support important programs, services, and projects in the county's urban unincorporated areas, as prioritized by those communities.
- Regular attendance at meetings. Members will be expected to attend 2-4 virtual/hybrid committee meetings, spending about 8-10 hours, per month. All meetings are held in the evening. Come prepared to meetings.
- Ability to work in a collaborative setting, and willingness to learn about King County Equity and Social Justice strategies.
- Willingness to serve on at least one subcommittee (if needed) and actively participate in community outreach.

Steering Committee Responsibilities

- **Create** a participatory budgeting implementation process guidebook. (See the 2021-2022 guidebook online at kingcounty.gov/~media/depts/local-services/participatory-budgeting-guidebook.ashx).
- **Engage community members** in all phases of the participatory budgeting process and stay actively engaged in the process.
- **Equity:** Establish a process that uses authentic community engagement to reach those who are farthest away from traditional power, resources, and opportunities. Create and participate in those outreach efforts throughout all phases (idea collection, project development, voting, planning, evaluation, and contract initiation). In project selection, consider investments that address the greatest community needs.
- **Access:** Identify and participate in ways to remove barriers to this process, including language access (interpretation and translation) and digital access. Consider what accessibility accommodations will be necessary for meetings. When engaging the community, use methods that meet the needs of people with varying amounts of education and of varying ages.
- **Accountability:** Inform and engage residents of each community about the process, timelines, and project identification, submittal, and selection. Establish quantitative and

qualitative ways to measure how the committee is actively engaging people who have not historically been engaged by or in government or budget processes.

- **Prioritization and cost estimation:** Validate submitted ideas, prioritize projects, and evaluate cost estimates for the projects that will be considered by the community for investment.

King County's responsibilities and roles

- Support the committee with administration, education, project management, facilitation, project or service costing, and legal use of funds determination.
- Assist the steering committee through training, mentoring, and coaching to help them navigate government systems effectively. The county will also provide a budget to the committee for services related to the participatory budgeting process.

Membership and selection process

Steering committee membership is open to all members of the public who **live, work, attend school, play, and/or worship** in—or can demonstrate any other strong connection to—the communities they seek to represent.

King County staff members will take steps to recruit people of color, youths, seniors, immigrants, refugees, and those who are LGBTQIA, have low incomes, or have disabilities, as well as people from other underrepresented groups.

The committee will include representatives from each community listed under “About the program” on page 1. Each service area delegation will be a mix that includes representatives from businesses and community-based organizations, youths under age 21, and “at-large” members who represent the community as a whole.

King County will partner with community members and organizations in each community to recruit and select local applicants.

To apply to serve on this committee, fill out the online application form in English, Amharic, Arabic, Chinese, French, Khmer, Korean, Russian, Somali, Spanish, or Vietnamese at <https://PublicInput.com/YourVoiceYourChoice>. The deadline to apply has been extended to **Tuesday, March 7, 2023.**

To request this information in another language or format, call 206-477-3800 or send email to AskLocalServices@kingcounty.gov.