

Attachment 2

2014-2015 Neighborhood Pathways Program Process

In response to feedback given in the first year of the Neighborhood Pathways Program, staff implemented several changes to the program process this year:

Step 1: Call for Projects

- Asked the Coalition of Neighborhood Associations for help getting the word out about the program to neighborhoods
- Clarified to those interested the program's budget and scope: simple projects
- Shared evaluation criteria to be used by the BPAC and staff in reviewing proposals

Step 2: Preliminary Application

- Invited applicants to BPAC review
- Staff reviewed projects against the evaluation considerations and shared the results with the BPAC
- Staff recommended to BPAC projects to move forward to full proposal stage

Step 3: Request for Full Proposal

- Provided an overview of the neighborhood's potential roles and responsibilities related to working with volunteers, liability insurance, and entering into an Agreement with the City if the project is funded

Step 4: Full Proposal Application

- Staff estimated project costs

Step 5: BPAC Review of Full Proposals

- Invited applicants to BPAC review

Changes that have yet to be implemented are:

Step 6: Project Kick-Off

- Clarify City decision-making role: engineering, compliance with regulations, appropriate use of right-of-way
- Clarify neighborhood decision-making role: preferred design, amenities, landscaping

Step 7: Project Implementation

- Regular communication between staff and neighborhood group