

# Immigrant and Refugee Affairs

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## Department Overview

The mission of the Office of Immigrant and Refugee Affairs (OIRA) is to improve the lives of Seattle's immigrant and refugee families. OIRA works to strengthen immigrant and refugee communities by engaging them in decisions about the City of Seattle's future and improving the City's programs and services to meet the needs of all constituents.

OIRA collaborates with the Immigrant and Refugee Commission, community partners, government agencies, faith-based institutions, the private sector, and City departments to define and achieve desired outcomes for City investments for immigrants and refugees. According to the 2014 American Community Survey, immigrants and refugees comprise approximately 18% of Seattle's population. OIRA helps ensure that these residents can understand and access City services.

OIRA is dedicated to supporting the City's Race and Social Justice Initiative by consistently using the racial equity toolkit analysis, operationalizing racial equity in our workplans, and engaging directly with immigrant and refugee communities.

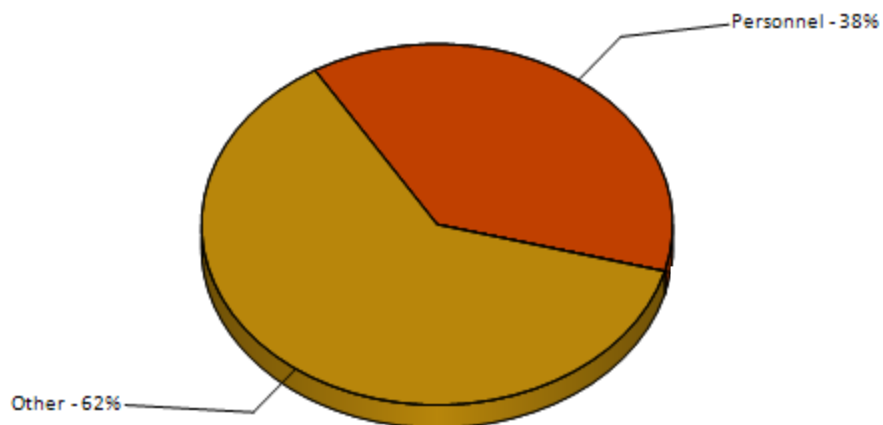
## Budget Snapshot

Department Support	2016 Actuals	2017 Adopted	2018 Endorsed	2018 Adopted
General Fund Support	\$2,448,717	\$2,531,544	\$2,541,564	\$2,812,009
Other Funding - Operating	\$542,278	\$400,000	\$400,000	\$400,000
<b>Total Operations</b>	<b>\$2,990,995</b>	<b>\$2,931,544</b>	<b>\$2,941,564</b>	<b>\$3,212,009</b>
 <b>Total Appropriations</b>	 <b>\$2,990,995</b>	 <b>\$2,931,544</b>	 <b>\$2,941,564</b>	 <b>\$3,212,009</b>
Full-time Equivalent Total*	9.50	9.50	9.50	9.00

*\* FTE totals are provided for information purposes only. Changes in FTEs resulting from City Council or Personnel Director actions outside of the budget process may not be detailed here.*

# Office of Immigrant and Refugee Affairs

## 2018 Adopted Budget - Expenditure by Category



### Budget Overview

The Office of Immigrant and Refugee Affairs (OIRA) has experienced significant growth in its funding and responsibilities since the 2014 Adopted Budget. In 2014, the office was comprised of three FTEs and a \$360,000 budget. The 2018 Adopted Budget for OIRA includes nine FTEs and a budget of \$3 million.

Over the last three years, resources have been added to OIRA including a language access coordinator and an ethnic media and communications coordinator because translation, interpretation, and multi-lingual communication are critical aspects of immigrant integration. Resources were also added for the Ready to Work program which aims to increase the opportunity for limited English proficient residents to obtain and retain quality employment. This program began in Southeast Seattle and then later expanded to the Lake City neighborhood in North Seattle. In 2018, the program will expand to Southwest Seattle. The New Citizen Program was also transferred from the Human Services Department to OIRA and then expanded. This program gives grants to local organizations to provide citizenship classes, one-on-one assistance and eligibility screening. Funding was added to enable the program to serve more residents and increase the number of lawful permanent residents applying for citizenship. Added funding also allowed OIRA to organize large-scale citizenship workshops and smaller monthly clinics with no charge to participants, leading to a 125% increase in residents served since 2015. In 2017, the City of Seattle and King County jointly funded a \$1.5 million Legal Defense Fund for immigrants and refugees to provide civil legal aid to people going through immigration proceedings.

The 2018 Adopted Budget adds resources to sustain and enhance the Immigrant Family Institute (IFI). The IFI seeks to build understanding between Seattle Police Department officers and the communities they serve. The program features an eight-week curriculum, engages City departments to raise awareness about available services, and develops community leadership and capacity within some of Seattle's most vulnerable communities. In 2018, OIRA will add a seven-week parenting skills component to IFI. OIRA will use the Strengthening Families Program, an evidenced-based parenting skills program. This addition comes at the direct request of the

## Office of Immigrant and Refugee Affairs

participants of IFI who believe they need parenting skills development to achieve program goals. The purpose of this added curriculum is to work toward the foundational program goals of preventing families from negatively engaging with the juvenile justice system.

### City Council Changes to the Proposed Budget

The Council added funding to expand the Ready to Work Program (RTW) to Southwest Seattle. Established in 2015, RTW assists adult English Language Learners in obtaining entry level jobs or advancing to middle-wage jobs through case management, job skills, digital literacy training and ongoing support and language learning beyond job placement. Originally established in South Seattle, Council provided funding to expand the program to North Seattle in 2017. In 2018, RTW will be offered in North Seattle, South Seattle and Southwest Seattle.

Council also added funding to provide administrative and logistical support to the providers that are part of the Legal Defense Network.

## Incremental Budget Changes

### Immigrant and Refugee Affairs

	2018	
	Budget	FTE
<b>Total 2018 Endorsed Budget</b>	<b>\$ 2,941,564</b>	<b>9.50</b>
<b>Baseline Changes</b>		
Citywide Adjustments for Standard Cost Changes	\$ 20,847	0.00
<b>Proposed Changes</b>		
Immigrant Family Institute	\$ 69,019	-0.50
<b>Proposed Technical Changes</b>		
Ethnic Media Position Reclassification	\$ 11,037	0.00
Increase in State Funding for New Citizen Program	\$ 35,000	0.00
<b>Council Changes</b>		
Expand Ready to Work Program to SW Seattle	\$ 125,000	0.00
Legal Defense Fund Administrative Support	\$ 9,542	0.00
<b>Total Incremental Changes</b>	<b>\$ 270,445</b>	<b>-0.50</b>
<b>2018 Adopted Budget</b>	<b>\$ 3,212,009</b>	<b>9.00</b>

# Office of Immigrant and Refugee Affairs

## Descriptions of Incremental Budget Changes

### Baseline Changes

#### **Citywide Adjustments for Standard Cost Changes - \$20,847**

Citywide technical adjustments made in the baseline phase reflect changes to internal services costs, health care, and industrial insurance charges for the department. These adjustments reflect initial assumptions about these costs and inflators early in the budget process.

### Proposed Changes

#### **Immigrant Family Institute - \$69,019/ (.50) FTE**

This adjustment adds \$50,000 to add a parenting skills component to the Immigrant Family Institute (IFI); adds \$19,019 of funding to help sustain the program; and eliminates a half-time position. The IFI was piloted as an eight-week program in 2017 and builds off the award-winning success of the Refugee Women's Institute. IFI brings together immigrant youth of color (ages 10-14), their parents/guardians, and Seattle police officers to learn from each other over eight sessions. It is aimed at immigrant families who had direct or indirect experience with the juvenile justice system and is intended to prevent deeper or more serious involvement. At the very first session of the IFI, parents/guardians told staff they needed parenting skills classes to effectively work towards preventing and avoiding negative interactions with the juvenile justice system. OIRA will use the *Strengthening Families Program*, recognized as a top-ranked parenting skills program according to research conducted by Dr. Sarah Walker of the University of Washington for the City of Seattle (Culturally Responsive Resources and Needs to Address Adolescent Family Violence in Seattle).

This adjustment also includes \$19,019 of ongoing funds to sustain current IFI costs, and it eliminates a half-time Community Development Specialist. This position had been added to support the IFI; however, OIRA never filled the position and instead used the funds to hire consultants to support IFI instead. Because IFI is only for eight weeks once a year, consultant resources are more appropriate than an ongoing position.

### Proposed Technical Changes

#### **Ethnic Media Position Reclassification - \$11,037**

This adjustment provides funding for a reclassification of the Ethnic Media and Communications Manager from a Strategic Adviser 1, Exempt to a Strategic Adviser 2, Exempt to reflect an increase in responsibility and scope of work for this position.

#### **Increase in State Funding for New Citizen Program - \$35,000**

This adjustment reflects an increase in the Washington Department of Social and Health Services contract with OIRA to support the New Citizen Program (naturalization case management, which OIRA subcontracts to community based providers). The 2017-18 award is \$70,000 more than the 2016-17 award; OIRA expects to spend half of this increase in 2018. The 2017 portion (also \$35,000) is included in the 2017 Third Quarter Supplemental Budget Ordinance.

# Office of Immigrant and Refugee Affairs

## Council Changes

### **Expand Ready to Work Program to SW Seattle - \$125,000**

This item expands the Ready to Work Program (RTW) to Southwest Seattle. Established in 2015, RTW assists adult English Language Learners in obtaining entry level jobs or advancing to middle-wage jobs through case management, job skills, digital literacy training and ongoing support and language learning beyond job placement. Originally established in South Seattle, the Council provided \$200,000 in the 2017 Adopted Budget to expand the program to North Seattle. In 2018, RTW will be offered in North Seattle, South Seattle and Southwest Seattle.

### **Legal Defense Fund Administrative Support - \$9,542**

This funding will support a temporary, part-time coordinator for the Legal Defense Network. This position will be housed at OIRA and coordinate the services provided by the contracted providers in the Legal Defense Network (LDN) created by [Ordinance 125411](#). The position will provide administrative and logistical support to the LDN, such as arranging meeting space, preparing agendas and meeting materials. The six organizations in the LDN provide community-based referral for and legal services to individuals facing deportation proceedings. The LDN organizations meet to share information and develop coordinated strategies so that LDN funding is used effectively.

## **City Council Provisos**

There are no Council provisos.

## **Expenditure Overview**

<b>Appropriations</b>	<b>Summit Code</b>	<b>2016 Actuals</b>	<b>2017 Adopted</b>	<b>2018 Endorsed</b>	<b>2018 Adopted</b>
<b>CDBG - Office of Immigrant and Refugee Affairs Budget Control Level</b>	<b>6XN10</b>	<b>542,278</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>
<b>Office of Immigrant and Refugee Affairs Budget Control Level</b>	<b>X1N00</b>	<b>2,448,717</b>	<b>2,531,544</b>	<b>2,541,564</b>	<b>2,812,009</b>
<b>Department Total</b>		<b>2,990,995</b>	<b>2,931,544</b>	<b>2,941,564</b>	<b>3,212,009</b>
<b>Department Full-time Equivalents Total*</b>		<b>9.50</b>	<b>9.50</b>	<b>9.50</b>	<b>9.00</b>

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# Office of Immigrant and Refugee Affairs

## Appropriations By Budget Control Level (BCL) and Program

### **CDBG - Office of Immigrant and Refugee Affairs Budget Control Level**

The purpose of the CDBG - Office of Immigrant and Refugee Affairs Budget Control Level is to provide support to community-based development organizations with the goal of increasing the socioeconomic and civic opportunities for immigrants and refugees in Seattle.

<b>Program Expenditures</b>	<b>2016 Actuals</b>	<b>2017 Adopted</b>	<b>2018 Endorsed</b>	<b>2018 Adopted</b>
CDBG - Office of Immigrant and Refugee Affairs	542,278	400,000	400,000	400,000
<b>Total</b>	<b>542,278</b>	<b>400,000</b>	<b>400,000</b>	<b>400,000</b>

### **Office of Immigrant and Refugee Affairs Budget Control Level**

The purpose of the Office of Immigrant and Refugee Affairs Budget Control Level is to facilitate the successful integration of immigrants and refugees into Seattle's civic, economic, and cultural life; to celebrate their diverse cultures and contributions to Seattle; and to advocate on behalf of immigrants and refugees.

<b>Program Expenditures</b>	<b>2016 Actuals</b>	<b>2017 Adopted</b>	<b>2018 Endorsed</b>	<b>2018 Adopted</b>
Office of Immigrant and Refugee Affairs	2,448,717	2,531,544	2,541,564	2,812,009
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