

NYC

Civic
Engagement
Commission

2021 ANNUAL REPORT

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NEW YORK CITY
CIVIC ENGAGEMENT COMMISSION

In November 2018, New York City voters approved three ballot initiatives proposed by the 2018 Mayoral Charter Revision Commission. This included the creation of a first of its kind, New York City Civic Engagement Commission (CEC). Each administration chooses to create, close, and reorganize agencies and offices. However, rarely is it the case that an agency is founded directly as a result of the will of the people, as it is for CEC.

The charter grants CEC broad permission to support civic engagement throughout the city in partnership with our fellow agencies, elected officials, for-profit, and non-profit partners. The charter also defines specific programs and activities that CEC is to create and support, the progress of which we will outline in this report. All of CEC's programs and activities are designed with our mission in mind, to enhance civic participation, promote civic trust, and to strengthen democracy in New York City. Underlying our pursuit of this mission is an enduring focus on serving the underserved, the excluded, and those previously overlooked; equity and inclusion are our north stars.

As the Civic Engagement Commission went about the process of setting up its staff and infrastructure in late 2019 and early 2020, we found ourselves impacted by the COVID-19 pandemic. Despite these unforeseen circumstances, CEC was able to establish itself remotely, onboard staff, convene our commissioners, and launch civic engagement programming and relationships that will continue to bear fruit into and beyond New York's recovery.

In this initial annual report, we will detail our development as a commission and the programs and services that we have provided. From participatory budgeting demonstration projects, to poll site interpretation services, to supporting community boards, the New York City Civic Engagement Commission has made great progress and has laid a strong foundation for what's to come. I would like to thank all the members of the CEC team who have worked tirelessly over the past two and a half years. It is their work that is highlighted in this Annual Report: Yazmany Arboleda (CEC Artist in Residence), Leslie Brown (Chief of Staff), Daniella Eras (Participatory Budgeting Advisor), Andy Toledo (Civic Engagement Specialist), Wendy Trull (Senior Advisor), and Francis Urroz (Support Specialist). Staff who have recently transitioned out of CEC, Daniel Abramson and Gagan Kaur, and many interns and fellows have also helped shape the Commission into what it is today. As New York City begins its recovery, CEC will continue to support the civic education, engagement, and empowerment of all New Yorkers so that it can truly be a City for all.

Dr. Sarah Sayeed,
Chair & Executive Director

MISSION

During 2020, the Civic Engagement Commission (CEC) deliberated as a team for several months in professional development training and strategic planning in partnership with the Center for Creative Conflict Resolution at the Office of Administrative Trials and Hearings (The Center-OATH) and Seachange Collective on restorative practices including the circle process, effective communication and listening skills, grounded program design and values setting for our charge. In the second phase, we conducted an open deliberative dialogue with our advisory members and Commissioners on core values statements to inform our decision making and public engagement. Our intention remains to be iterative in this process as we move beyond diversity and inclusion to a deeper conversation on equity and justice in civic engagement and participatory democracy.

As expressed in our values, the CEC celebrates the inherent worth of all human beings by creating processes that center relationship-building, intentional listening, and care. Central to these tenets is the culture which we foster in our workplace and in our partnerships. The CEC took the time during the pandemic to center additional skills building, and workshops on prototyping in public methodologies for engagement. A partner in this work was the NYC Service Design Studio. The CEC also engaged in a three-part workshop Imaging the Success of the Civic Engagement Commission with Virginia Swain. These sessions were critical to team building and level setting on shared principles for our work. We recognize this work and commitment as iterative processes and continue to learn and evolve.

As previously shared, the purpose of the CEC is to enhance civic participation to increase civic trust and strengthen democracy in New York City. To support and encourage New Yorkers to meaningfully participate in civic life, the CEC believes that active listening, as a process and practice, is central to building relationships and trust. We are committed to being practitioners of participatory democracy and affirm our responsibility and commitment to lift the power and voices of all NYC communities. We ground this work based on our core values.



CORE VALUES

DIGNITY

We celebrate the inherent worth of all human beings by creating processes that center relationship-building, intentional listening, and care.

MANIFESTING COMMUNITY POWER

We support community leadership, provide education about how various systems of government work, and create pathways for engagement so that communities voice and manifest their power over decisions that impact their lives.

ACCOUNTABILITY & TRANSPARENCY

We facilitate honest dialogue with residents and interagency partners that centers their lived experiences and commits to continuous evaluation and improvement to strengthen the impact of processes and actions on outcomes.

COLLABORATION

We believe that by working together with people affected by policies, we can identify and solve our collective challenges and build the interdependence required for a healthy resilient democracy.

IMAGINATIVE WAYS OF WORKING

We commit to reimagining what government processes can look like— opening up possibilities for new ways of engagement.

ACCESSIBILITY & JUSTICE

We strive to create conditions that foster access to information and resources that enable community partnerships that are grounded in mutual agency and work to eliminate policies and practices that have disparate impacts on historically marginalized and underserved communities.

DYNAMIC LEARNING

We commit to foster mutual learning communities and amplifying voices and stories from community partners that inform our own practice.

COMMISSION MEMBERS



MURAD AWAWDEH

MAYORAL APPOINTEE

**CURRENT TERM:
4/1/2019 - 3/31/2023**

Murad Awawdeh is a Brooklyn resident and Arab-American Muslim son of immigrants. He is the Vice President of Advocacy at the New York Immigration Coalition where he oversees the community, member, civic and political engagement departments. In addition to serving as Vice President of Advocacy for the New York Immigration Coalition, Awawdeh also serves as the Political Director for the New York State Immigrant Action Fund. Awawdeh is the President of Yalla Brooklyn, which is an organization committed in engaging Arabs and Muslims in the electoral process. He also is the President Emeritus of the Muslim Democratic Club of NY, the Chair of the Immigration Committee for Justice 2020 Initiative, and is a board trustee of New York University Family Health Centers.

Charles Apelian, appointed by Queens Borough President Katz, is a Queens resident and community leader with extensive experience in local public policy. He serves as Vice Chair and Land Use Chair of Community Board 7 Queens, where he has prioritized the input and interests of diverse communities and has helped guide rezonings to make way for developments such as Flushing Commons, Willets Point, and the College Point Police Academy. A Civil Engineer by trade, Mr. Apelian also serves as an Associate Trustee of Northwell Health System and is a Board Member of the Long Island Hearing and Speech Society at Long Island Jewish Medical Center.



CHARLES APELIAN

QUEENS BP APPOINTEE

**CURRENT TERM:
4/1/2019-3/31/2022**



EVE BARON

**BROOKLYN BP
APPOINTEE**

**CURRENT TERM:
4/1/2019 - 3/31/2022**

Eve Baron is the Chairperson of Pratt Institute's Graduate Center for Planning and the Environment—an alliance of four graduate programs in City and Regional Planning; Historic Preservation, Sustainable Environmental Systems, and Urban Placemaking and Management. She is also an Associate Professor of City and Regional Planning, and a founding member of the Collective for Community, Culture and the Environment. She served as Director of the Municipal Art Society Planning Center from 2007-2010, where she coordinated the Campaign for Community-Based Planning, and was a Senior Fellow for Planning and Policy at the Pratt Center for Community Development. She was the inaugural coordinator of the Urban and Community Studies program at CUNY's Murphy Institute Center for Worker Education (now the CUNY School of Labor and Urban Studies). Her first role in the field of planning was as a land use planner and community board liaison in the office of the Brooklyn Borough President. She holds a PhD in Planning and Policy Development from the Bloustein School at Rutgers University. Fostering public participation in local decision-making is her life-long career goal.



**DR. HOLLY
BONNER**

**MAYORAL
APPOINTEE**

**CURRENT TERM:
4/1/2019 - 3/31/2023**

Reverend Dr. Holly Bonner is an award-winning interfaith minister, mental health professional, educator, writer, and creator of the informative website, Blind Motherhood (www.blindmotherhood.com). Bonner established her site in 2012, after losing her vision and becoming legally blind. Blind Motherhood's mission is to demonstrate members of the blind and visually impaired community can parent safely, independently and effectively. Dr. Bonner holds a master's degree in public administration (MPA) from Metropolitan College of New York (MCNY) and a master's degree in social work (MSW) from the prestigious Columbia University. Seeing a need to integrate mental health with spiritual direction, she entered New York Theological Seminary (NYTS) in 2018 where she acquired a third master's degree in pastoral care and counseling (MAPCC) and her Doctorate in Ministry (DMin). Her research focuses on disability theology and improving accessibility in houses of worship.

With over 20 years of non-profit experience, Rev. Dr. Bonner is an adjunct faculty member at both Metropolitan College of New York and Wagner College where she teaches courses in civic engagement and strategic management. Her academic writing has been featured in the Journal of Pastoral Care & Counseling as well as several other theologically based scholarly publications. In conjunction with her academic duties, Bonner is also the Staten Island Borough Coordinator for VISIONS, a non-profit rehabilitation and social service organization whose purpose is to develop and implement programs to assist blind and visually impaired people of all ages to lead independent and active lives. Rev. Dr. Bonner serves on the Board of Directors of New York State Chaplain Task Force (NYSCTF) as their Director of Equity and Inclusion and the Staten Island Not For Profit Association (SINFPA). She resides in Staten Island with her husband and two young daughters



AMY BREEDLOVE

MAYORAL APPOINTEE

**CURRENT TERM:
4/1/2021 - 3/31/2025**

Amy Breedlove is a Brooklyn resident, self-identifying member of the LGBTQ community and is a Business Strategist at Urban Quotient. She's a consultant to various architectural and design firms and also serves as the President of the Cobble Hill Association. Breedlove is a board member, treasurer and Chair of the Intergovernmental Affairs Committee of Stonewall Community Development Corporation, an organization focused on developing affordable and supportive housing for LGBTQ seniors. She received degrees from the University of the Arts in Pennsylvania, Rutgers University in New Jersey, and ESSEC Business School in France.

Appointed by Manhattan Borough President Gale Brewer, Mark Diller is a member of Manhattan Community Board 7, and has served as Board chair, co-secretary, and by turns as chair of the Preservation Committee, Youth, Education & Libraries Committee, and various task forces.

Mark has been a presenter at each of the Pre-Covid District 3 Community Education Council's Harlem Schools Summits, and has served in leadership roles on several ad hoc working groups that have succeeded in increasing equity and inclusiveness in admissions to public schools at every level and in adding new seats at developer expense to facilitate those goals.

Prior to CB7, Mark was a public school PTA president and School Leadership Team chair. Mark's day job is the practice of law, with recent experience representing musicians, artists, authors, small business owners, and consultants, negotiating and closing complex agreements and licenses, and formative experience litigating infringement, complex commercial, federal securities, and fraud claims. Mark holds a JD from the Fordham University School of Law and a BA from Columbia College.



MARK DILLER

MANHATTAN BP APPOINTEE

**CURRENT TERM:
4/1/2019 - 3/31/2022**

DONNA GILL

MAYORAL APPOINTEE

**CURRENT TERM:
4/1/2021 - 3/31/2025**



Donna Veronica Gill is a resident of Manhattan and a Higher Education Officer at Hunter Bellevue School of Nursing. Along with her work at Hunter Bellevue, Gill works with and advises the New York State Youth Leadership Council, which works with immigrant youth through various programs including leadership development and educational advancement, on Higher Education and educational funding. Gill is lifelong resident of Harlem, a member of Community Board 10, and volunteers with CUNY's Citizenship Now program, which helps immigrants complete applications for citizenship, DACA, TPS and other programs. Gill received her Degree in Higher Education Administration from Baruch College.

Anthony Harmon serves as the United Federation of Teachers' director of parent and community outreach; the director of Dial-A-Teacher, the union's homework help service; the director of the Albert Shanker Scholarship Fund; and the chair of the UFT African Heritage Committee. Harmon was elected as an AFT vice president in July 2018. In addition to his UFT duties, Harmon still manages to serve in many other capacities, including as the president of the New York City chapter of the A. Philip Randolph Institute, a member of the national board of directors of the Coalition of Black Trade Unionists, the president of the New York branch of the NAACP, a delegate to the New York City Central Labor Council, a member of the board of directors of the New York State United Teachers, a member of the board for the Greater New York Labor and Religion Coalition, a member of the National Black Leadership Commission on AIDS and a delegate to the AFL-CIO convention. In May 2018, he was elected as executive vice president of the Coalition of Black Trade Unionists, one of the constituency groups of the AFL-CIO.



ANTHONY HARMON

COUNCIL SPEAKER APPOINTEE

**CURRENT TERM:
4/1/2021 - 3/31/2025**



JOSE HERNANDEZ
MAYORAL APPOINTEE

CURRENT TERM:
4/1/2019 - 3/31/2023

Jose Hernandez is a Bronx resident, paraplegic and is the President of United Spinal Association’s New York City chapter. Hernandez became paralyzed when he was a teenager and works closely with disability rights groups. He volunteered with the Wheels of Progress Inc., served on the organization’s advisory board and has helped them redesign and maintain both their website and social media. Hernandez previously worked as the Communications Co-ordinator for Concepts of Independence. He received his bachelor’s degree from St. John’s University.

Michael A. Nussbaum is currently Co-Publisher of the Queens Daily Eagle newspaper and former Publisher of the Queens Tribune and the Press of Southeast Queens. Prior to joining the Queens Tribune, Mr. Nussbaum organized the first NBA All-Star Basketball Tour of Asia in concert with President Ronald Reagan’s visit to China and was the Producer and Distributor of the motion picture documentary, “Who Killed Vincent Chin”, nominated for an Academy Award in 1987. Mr. Nussbaum, who for years has served the Jewish community in various leadership positions, was first elected in 2000, President of the American Jewish Congress, Metropolitan region. In addition, Mr. Nussbaum has served as Vice-President and later as Board member of the Jewish Community Relations Council of New York.

Mr. Nussbaum is currently President of the Queens Jewish Community Council. After earning his BA in Political Science from Queens College and his MPA from New York University, Mr. Nussbaum joined the New York City’s Mayor’s Office from 1972-1978, serving Mayors John Lindsay and Abe Beame as Assistant to the Mayor and later as Commissioner of the Office of Neighborhood Government. Mr. Nussbaum was appointed Adjunct Professor of the Graduate School of Public Administration, Long Island University, CW Post Campus. Mr. Nussbaum has served on the Boards of various public and private corporations.



MICHAEL A. NUSSBAUM

MAYORAL APPOINTEE

CURRENT TERM:
3/23/2021 - 3/31/2025



DR. SARAH SAYEED,
CHAIR AND EXECUTIVE DIRECTOR

MAYORAL APPOINTEE

Dr. Sarah Sayeed is a Bronx resident and has been dedicated to building an inclusive public square for almost two decades. For the past three and a half years, Sayeed has been a Senior Advisor in the Mayor’s Community Affairs Unit, where she has strengthened the civic engagement of a diverse, multi-ethnic and multi-lingual Muslim constituency. Prior to this, she worked for over seven years at the Interfaith Center of New York, bringing together New York’s diverse grassroots religious leaders with secular and city agencies, and implementing an extended collaboration between Catholic and Muslim social service providers. Sayeed also taught Communications to graduates and undergraduates at Baruch’s School of Public Affairs for five years. Through her years of volunteer work with diverse Muslim organizations, including Women in Islam, Inc., she has been an avid promoter of interfaith relations and Muslim women’s public engagement. Sarah holds a B.A. in Sociology and Near East Studies from Princeton University and an M.A. and Ph.D. in Communications from the Annenberg School for Communication, University of Pennsylvania. She also holds a certificate in Reconciliation Leadership through the Institute for Global Leadership and is an alumna of the American Muslim Civic Leadership Institute (AMCLI) Fellows program.

Annetta Seecharran has spent more than 25-years breaking down barriers and creating opportunities that build power and improve conditions for immigrants and people of color. She began her career as a youth organizer in the Bronx, where she grew up, and then navigated her way through international development work, but was pulled back to New York City to serve her own community. Annetta is currently the Executive Director of Chhaya Community Development Corporation, a housing and economic justice organization serving low-income Indo-Caribbean and South Asian New Yorkers. Her previous roles include Director for Policy & Advocacy at United Neighborhood Houses, Executive Director of South Asian Youth Action (SAYA), and Commissioner of the 2018 New York City Charter Revision Commission. A Guyanese immigrant, Annetta holds an M.A. in international political economy and development from Fordham University, a B.A. in political science from Manhattanville College, and Executive Management certificates from Harvard and Columbia business schools. She has served on numerous boards of directors and advisory councils, and is currently a board member of the New York Immigration Coalition.



ANNETTA SEECHARRAN

MAYORAL APPOINTEE

CURRENT TERM:
4/1/2019 - 3/31/2023

Lilliam A. Perez is: A native of the city of Santo Domingo in the Dominican Republic and grew up in the Bronx in New York City. She was recently appointed VicePresident of Government and Community Relations for Montefiore Health System and Albert Einstein College of Medicine in the counties of the Bronx, Westchester, Rockland and Orange. In that capacity, she is responsible for strategic engagement and advocacy with city, state and federal elected leaders, government agencies and community-at-large. Prior to joining Montefiore, she was Senior Advisor and Deputy Director of Intergovernmental Affairs in the Office of the New York State Attorney General. In addition, she worked as Chief of Staff for District Office Operations for former State Senator and Attorney General Eric T. Schneiderman. As the Chief of Staff for former State Senator Schneiderman, she collaborated with numerous organizations dealing with social justice issues such as education and immigration reform, political empowerment and women’s rights. Lilliam has received numerous recognitions for her political activism, including being named one of “40 Rising Stars Under 40”, The Next Generation of Political Leaders in New York by the City Hall News, City and State’s Above and Beyond Award, recognizing 30 women in the public sphere for who’ve made notable contributions to society, the Power of Diversity: Latino 100, recognizing the most influential Latinos in New York State amongst many others. She is currently serving in the board of directors of the Mary Mitchell Family & Youth Center and VIP Community Services. She is a founder and former board member of the Latina Political Action Committee, former board member and treasurer of the Dominican Women’s Development Center and the Northern Manhattan Coalition for Immigrant Rights, former member of the Institutional Review Board for the Protection of Human Subject at Eugenio Maria de Hostos Community College and member of DMI Scholars Advisory Council. Lilliam earned a B.A. in Political Science and International Economics with a minor in Latin American Literature from Long Island University. While pursuing her education she also earned a scholarship as a Division I volleyball player for the Long Island University Lady Blackbirds, where she won the MVP award in 1996 and held many all-time records. Lilliam resides in New York City, and still enjoys working in her community, being involved in politics and watching sports during her free time.

LILLIAM A. PEREZ

BRONX BP APPOINTEE

**CURRENT TERM:
4/1/2019 - 3/31/2022**



ANASTASIA SOMOZA

COUNCIL SPEAKER APPOINTEE

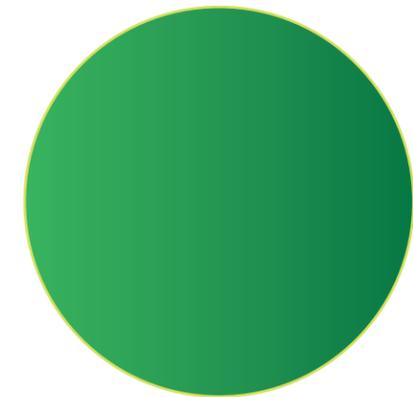
**CURRENT TERM:
4/1/2019 - 3/31/2023**

Anastasia Somoza is a Manhattan resident, the daughter of immigrants, and the New York City Council’s first-ever liaison to the disability community. Somoza is a lifelong advocate for the disabled, having been born prematurely, with cerebral palsy and spastic quadriplegia. She is a renowned public speaker on disability rights. Her advocacy work began at the age of 9, when she had the opportunity to ask President Bill Clinton to help mainstream her twin sister Alba into the New York City public school system. She has spoken around the world, including at the Democratic National Convention. She has also worked with numerous think tanks and community based organizations including Center for American Progress, The Century Foundation, The SHIELD Institute, and Pure Vision Arts. Somoza holds a degree from Georgetown University.

PENDING

STATEN ISLAND BP APPOINTEE

CURRENT TERM: NEW APPOINTMENT IN PROGRESS



PROGRAM

DATA

REPORTING



PARTICIPATORY BUDGETING DEMONSTRATION YOUTH PROJECT & NYC PARTICIPATE LAUNCH

Although the City's fiscal crisis and pandemic emergency response has slowed the implementation of citywide participatory budgeting (PB), CEC has been actively building infrastructure for a future citywide process. As a first step, it completed the charter requirement to assemble a Participatory Budgeting Advisory committee (PBAC) with 26 members. The PBAC's duty is primarily to provide support on the design and planning of a citywide participatory budgeting program. As mandated by the charter, the PBAC includes individuals that have knowledge and experience in the planning and management of city projects or in participatory budgeting. PBAC members are representative of or have experience working with immigrant communities, limited English proficient individuals, people

with disabilities, youth, students, seniors, veterans, community groups, or groups or categories of residents that have been historically underrepresented in or underserved by city government and its processes. The PBAC also recommends best practices for outreach and education, use of technological tools to promote wide-scale participation of NYC residents, with particular attention to efficiency and equity in the administration of the program. PBAC members met monthly in-person before the pandemic and continued with virtual meetings. Smaller working groups consisting of PBAC members also conducted weekly sessions during February of 2021 to June of 2021.

The PBAC drafted what the proposed goals and objectives of the citywide participatory budgeting program should be as well as provided a document detailing the design principles and implementation recommendations of the program. The recommendations were based on collaborative work among the members.

Moreover, in partnership with the Coro New York Leadership Center’s PB Youth Fellowship, CEC launched a youth-focused participatory budgeting demonstration process. The youth branded “It’s our Money!” program launched in 2020. This participatory budgeting project engaged and empowered NYC Youth in communities that have been disproportionately impacted by COVID-19 and guided them to decide how to spend \$100,000 on projects designed to meet their communities’ needs and interests. Over 2,000 New Yorkers ages 9 through 24 voted and chose 5 winning projects from 49 different proposals addressing topics such as arts & culture, mental health, education, and job training. These youth cast a total of 8,068 votes. Young people not only decided how to allocate the funding, they were critical to shaping and running the process itself. Public engagement tools included peer-led focus groups, partnership with the Department of Youth and Community Development (DYCD), and local community-based organizations.

With this process New York City also became the first municipality in the United States to host a participatory budgeting process on Decidim, an open-source civic tech platform used in cities worldwide to promote direct democracy through participatory budgeting, resident consultations for municipal strategic planning, and community-driven policy proposals. This supplemental digital site for the CEC at www.participate.nyc.gov (“NYC Participate”) allowed youth and youth organizations to present proposals and facilitate the development of ideas and solutions in a participatory and dynamic platform. Transparency of all phases of the process enabled participants to submit and comment on proposals and closely follow the process in real time. Table 1 describes the winning projects and their focus areas.



ABOUT THIS GUIDE

This guide is for youth service providers, teachers, or anyone who would like to run their own needs discussion with a group of young people to contribute towards the Civic Engagement Commission’s ‘It’s Our Money’ initiative, the first city-wide youth Participatory Budgeting (PB) process.

This guide was developed by Coro New York Leadership Center’s PB Youth Fellowship team and shares the script that youth fellows designed to run a needs gathering and idea collection session with youth across New York City. Coro worked with the PB Youth Fellows to design and test youth-led solutions to the equity problems that emerge when outreach is only possible through virtual channels.

The PB Youth Fellows re-imagined what in-person PB idea collection assemblies could look like virtually, tested it by running sessions with youth across the city, and it is now publicly available for anyone to run their own session.

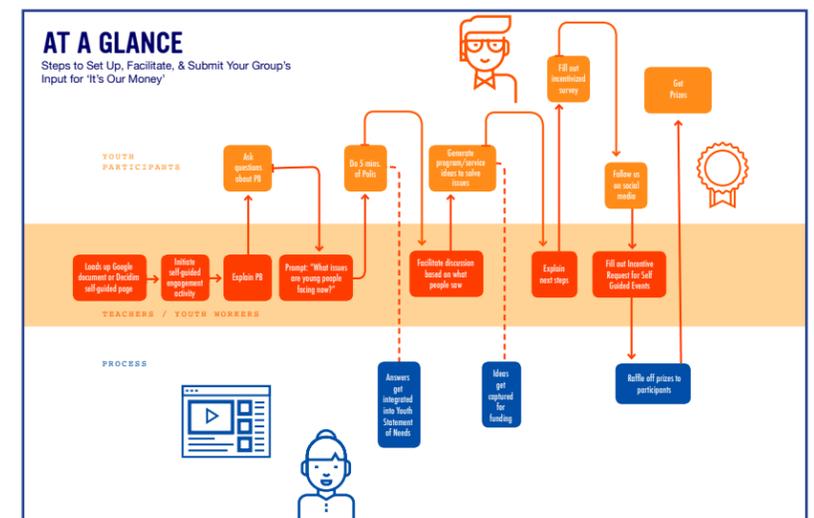
HOW TO USE THIS GUIDE

This guide helps you run your own virtual session to uncover what youth in New York City need.

The guide begins with a visual overview of the steps to take before (set-up), during (facilitation), and after (notes & incentive request submission), as well as materials you will need to run your session. It is followed by the facilitator guide to use during the session (pgs 4-12). The facilitator guide provides the script and helpful context to facilitate each section of the needs gathering and idea collection session to go along with the Google slides presentation you will use.

After reading the facilitator guide you can simply use the Google slides presentation, or you can have both open on separate tabs. For an overview of ‘It’s Our Money’, make sure to read the [‘It’s Our Money’ Info-sheet](#).

Thank you for helping the young people you know contribute towards and be represented in New York City’s first city-wide youth PB process! For more information or if you have further questions, please contact participate@civicengagement.nyc.gov.



We're putting you in control of **\$100,000** to create real change.

Calling all NYC Youth Ages 9-24!

Youth organizations are planning how they will address youth needs in this moment.

But first, we need you to tell us what those needs are.

Go to www.participate.nyc.gov and join the conversation.



Figures 1 and 2 delineate the number of projects received by borough and the number of votes received for all the projects by borough. Figures 3 and 4 describe the gender, race and ethnic composition of youth who completed an exit survey after the PB voting process was completed. A representative sample of youth filled out the exit survey, and it demonstrates that this PB program reached a diverse cohort of youth.

The Commission's vision for the NYC Participate site is to continue fostering spaces for civic engagement that build trust in the city's democratic processes. It has subsequently been used to highlight neighborhood-based engagement opportunities and an interagency voting resource center. The CEC will continue to expand this site as a repository for community and agency partnerships to amplify civic engagement opportunities.

More specifically, during the coming year, the site will host an expense participatory budgeting process focused on recovery, in the 33 neighborhoods hardest hit by COVID-19. Each neighborhood will decide how to spend \$45,000, using a participatory process to determine neighborhood priorities, propose projects and vote on them.

TABLE 1. WINNING PROJECT INFORMATION FOR IT'S OUR MONEY PARTICIPATORY BUDGETING DEMONSTRATION

Project Name	Votes	Organization Name	Project Category by Borough	Community Board District	Borough	Project Focus (From Needs Assessment)
The Green Space Project	364	YVote	Education and Schools	CB Brooklyn 16 (Brownsville)	Brooklyn	Mental Health, College/Job Preparedness, Youth Advocacy and/or Civic Engagement
Recycling and Climate change Project	339	Books Education Organization Learning & Life	Parks and Environment	CB Bronx 07 (Bedford Park)	Bronx	Youth Advocacy and/or Civic Engagement
Young Musicians In Training	335	Quest Youth Organization, Inc.	Arts and Culture	CB Brooklyn 17 (East Flatbush)	Brooklyn	College/Job Preparedness, Youth Advocacy and/or Civic Engagement
Peer Mentoring for High School and College Students	320	South Asian Youth Action (SAYA)	Career Exploration and Job Training	CB Queens 04 (Elmhurst/Corona)	Queens	College/Job Preparedness
The Girls' Circle	268	Girls Mentor Girls Inc.	Mental Health	CB Bronx 05 (University Heights)	Bronx	Mental Health

FIGURE 1. NUMBER OF PROJECTS SUBMITTED BY BOROUGH

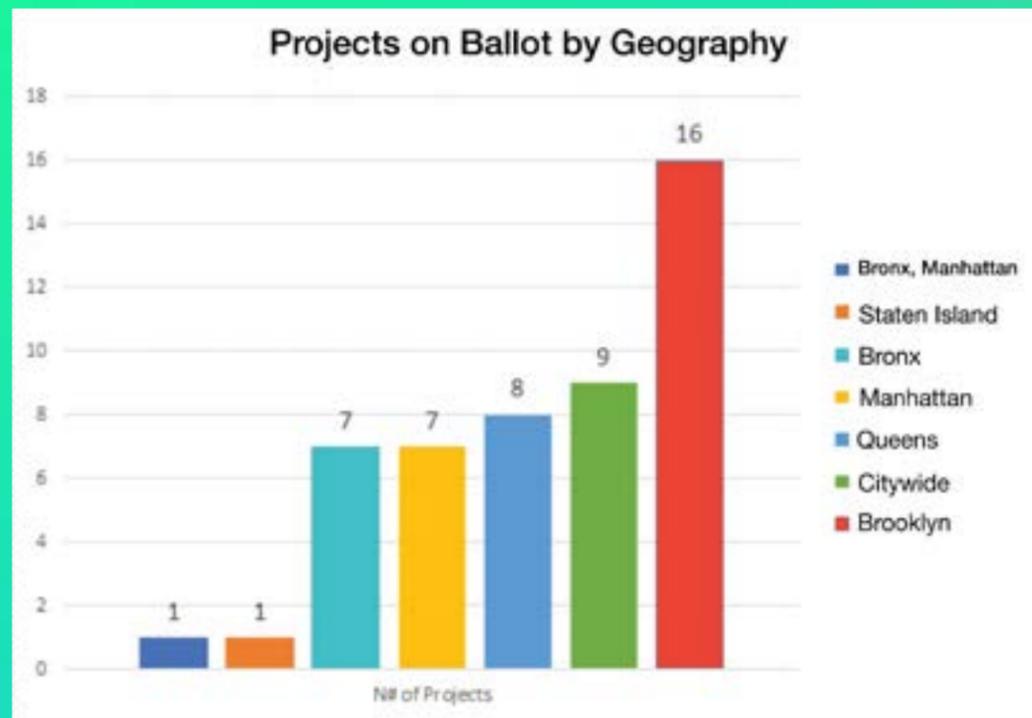


FIGURE 2. VOTES CAST BY BOROUGH

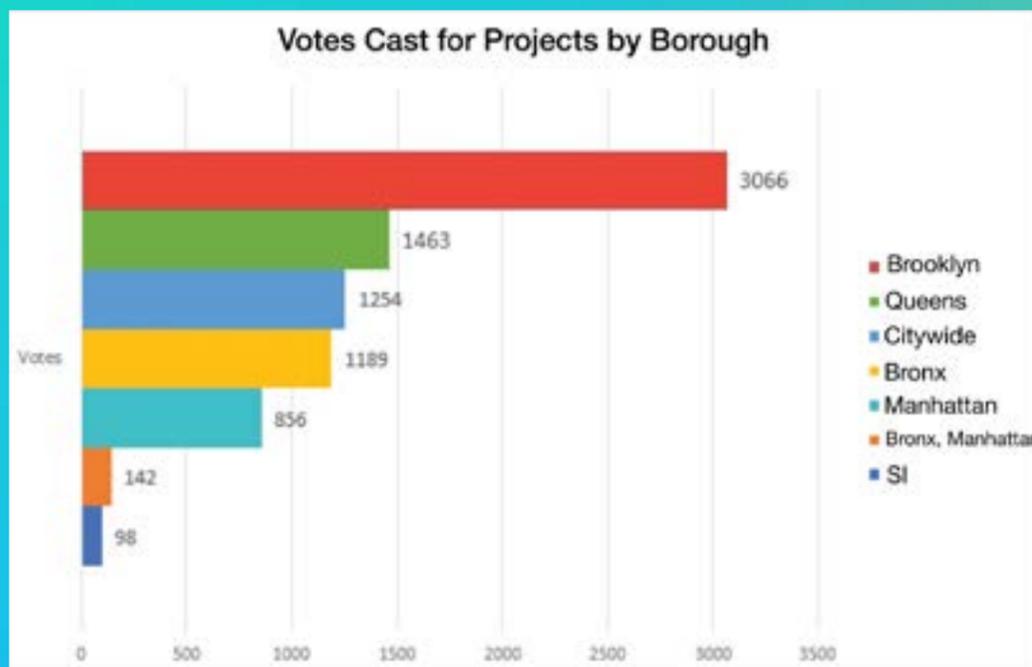


FIGURE 3. GENDER OF YOUTH PARTICIPANTS (BASED ON A SAMPLE OF 931 YOUTH PARTICIPANTS WHO COMPLETED AN EXIT SURVEY)

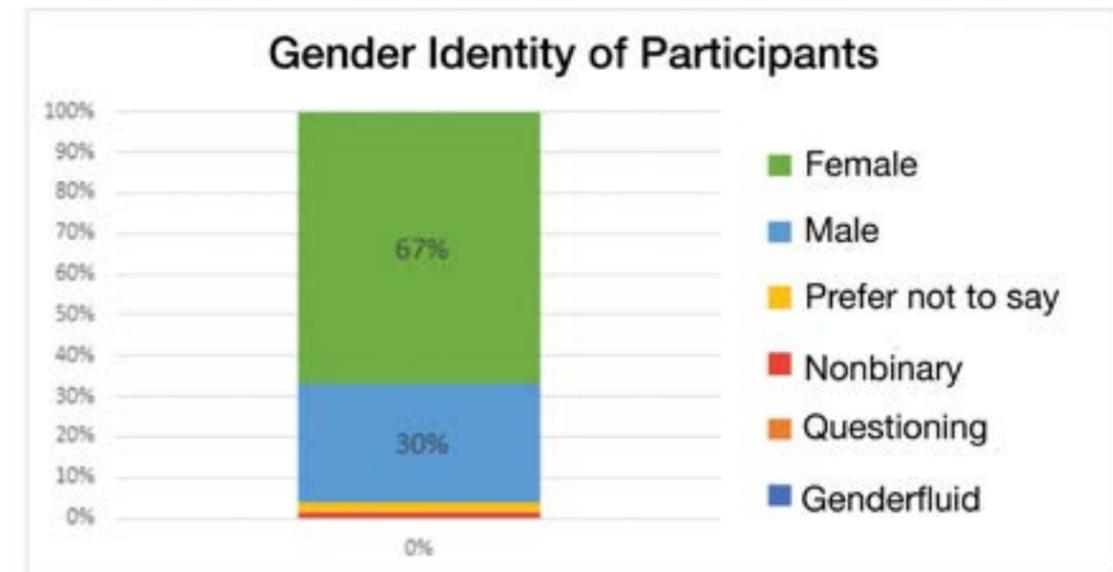
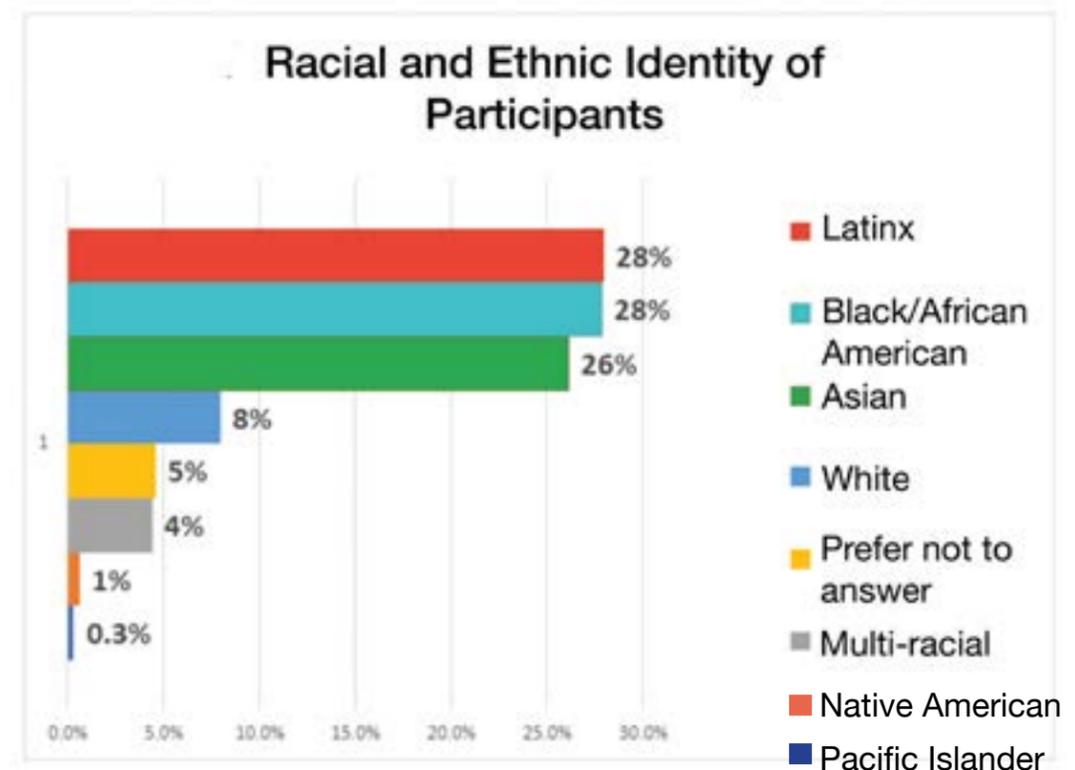


FIGURE 4. RACE AND ETHNICITY OF YOUTH PARTICIPANTS (FROM SURVEY SAMPLE)



POLL SITE LANGUAGE ASSISTANCE PROGRAM

The CEC's Poll Site Language Assistance Program improves the civic and electoral participation of limited-English Proficient New Yorkers by providing access to interpretation services in select program-eligible languages at select poll sites based on a neutral methodology. The CEC provided services in the following languages: Arabic, Bengali, Chinese (Cantonese, Mandarin), French, Haitian Creole, Italian, Korean, Polish, Russian, Urdu, and Yiddish. In 2019, CEC convened a Language Assistance Advisory Committee (LAAC) comprised of 18 members representing 11 language communities. The LAAC provided recommendations to the CEC on establishing the Poll Site Language Assistance Program, which included: implementation of the program, development of an outreach strategy, recruitment of interpreters and review of documents related to the program and collateral outreach materials.





In accordance with the Charter requirement to hold a public hearing on the proposed methodology, CEC received testimony and feedback from cultural and community-based organizations representing diverse language communities from across the city. The LAAC also reviewed the CEC’s Proposed Methodology for the Poll Site Language Assistance Program. Members provided edits and feedback on translations of the executive summary of the methodology, which was translated into all languages served by the Program. Members of the LAAC amplified and conducted outreach for the Public Hearing on the Proposed Methodology, and some offered testimony on their experience with language access at poll sites. The LAAC also helped develop a glossary to accompany the methodology for the Program to increase accessibility of the document to facilitate greater feedback on the proposed methodology before Commissioners voted in support of the final methodology. The initial methodology was published on April 1, 2020, enacted on April 7, 2020 and further amended in 2021 on January 7 and June 1. See appendix for reference.

In addition, per the Charter requirement, CEC also promulgated rules to establish minimum standards for interpreters following procedures of the Citywide Administrative Procedure Act (CAPA). The Standards for Interpreter Conduct & Training are published online on the CEC’s website.

The CEC provided poll site language assistance, at select poll sites in the November 2020 general and the June 2021 primary elections. The language assistance provided through this Program is supplemental to the language assistance already provided by the NYC Board of Elections. Using the approved methodology, poll sites were selected for services based on the number of limited English citizens of voting age residing in the election district around the poll site, as available in the American Community Survey.

The CEC's Poll Site Language Assistance Program improves the civic and electoral participation of limited-English Proficient New Yorkers by providing access to interpretation services in select program-eligible languages at select poll sites based on a neutral methodology. The CEC provided services in the following languages: Arabic, Bengali, Chinese (Cantonese, Mandarin), French, Haitian Creole, Italian, Korean, Polish, Russian, Urdu, and Yiddish. In 2019, CEC convened a Language Assistance Advisory Committee (LAAC) comprised of 18 members representing 11 language communities. The LAAC provided recommendations to the CEC on establishing the Poll Site Language Assistance Program, which included: implementation of the program, development of an outreach strategy, recruitment of interpreters and review of documents related to the program and collateral outreach materials.

In accordance with the Charter requirement to hold a public hearing on the proposed methodology, CEC received testimony and feedback from cultural and community-based organizations representing diverse language communities from across the city. The LAAC also reviewed the CEC's Proposed Methodology for the Poll Site Language Assistance Program. Members provided edits and feedback on translations of the executive summary of the methodology, which was translated into all languages served by the Program. Members of the LAAC amplified and conducted outreach for the Public Hearing on the Proposed Methodology, and some offered testimony on their experience with language access at poll sites. The LAAC also helped develop a glossary to accompany the methodology for the Program to increase accessibility of the document to facilitate greater feedback on the proposed methodology before Commissioners voted in support of the final methodology. The initial methodology was published on April 1, 2020, enacted on April 7, 2020 and further amended in 2021 on January 7 and June 1. See appendix for reference.

In addition, per the Charter requirement, CEC also promulgated rules to establish minimum standards for interpreters following procedures of the Citywide Administrative Procedure Act (CAPA). The Standards for Interpreter Conduct & Training are published online on the CEC's website.

The CEC provided poll site language assistance, at select poll sites in the November 2020 general and the June 2021 primary elections. The language assistance provided through this

TABLE 2. NOVEMBER 2020, GENERAL ELECTION: EARLY VOTING UTILIZATION BY POLL SITE

POLL SITE LANGUAGE ASSISTANCE PROGRAM November 2020 Elections				
EARLY VOTING				
Brooklyn				
Language	Site Name	Site Address	ZIP CODE	Voters Served
Haitian Creole	5201 Avenue N	5201 Avenue N	11234	11
Russian	5201 Avenue N	5201 Avenue N	11234	6
Haitian Creole	Brooklyn College- West Quad	2946 Bedford Avenue	11210	20
Russian	Brooklyn College- West Quad	2946 Bedford Avenue	11210	7
Urdu	Brooklyn College- West Quad	2946 Bedford Avenue	11210	0
Haitian Creole	Brooklyn Museum	200 Eastern Parkway	11238	5
French	Brooklyn Museum	200 Eastern Parkway	11238	2
Urdu	Carey Gardens Community Ctr.	2315 Surf Avenue	11224	6
Russian	Carey Gardens Community Ctr.	2315 Surf Avenue	11224	27
Arabic	Council Center for Senior Citizens	1001 Quentin Road	11223	8
Russian	Council Center for Senior Citizens	1001 Quentin Road	11223	10
Russian	FDR. High School	5800 20 AVENUE	11204	7
Urdu	FDR. High School	5800 20 AVENUE	11204	0
Yiddish	FDR. High School	5800 20 AVENUE	11204	0
Russian	Fort Hamilton HS	8301 Shore Road	11209	8
Arabic	Fort Hamilton HS	8301 Shore Road	11209	3
Bengali	Kings Theatre	1027 Flatbush Avenue	11226	0
Haitian Creole	Kings Theatre	1027 Flatbush Avenue	11226	10
Arabic	PS 68 JHS	956 East 82 Street	11236	0
Haitian Creole	PS 68 JHS	956 East 82 Street	11236	1
Arabic	St. Dominics	2001 Bay Ridge Parkway	11204	12
Italian	St. Dominics	2001 Bay Ridge Parkway	11204	3
Russian	St. Dominics	2001 Bay Ridge Parkway	11204	17
Polish	Taylor Wythe Comm Ctr	80 Clymer Street	11249	11
Russian	Vandalia Ctr	47 Vandalia Avenue	11239	20
Haitian Creole	Vandalia Ctr	47 Vandalia Avenue	11239	2
Italian	Youth Center	2739 Harway Avenue	11214	0
Russian	Youth Center	2739 Harway Avenue	11214	17

Manhattan				
Language	Site Name	Site Address	ZIP CODE	Voters Served
Arabic	PS 175 Henry H. Garnet	175 West 134 Street	10030	2
French	PS 175 Henry H. Garnet	175 West 134 Street	10030	4

Bronx				
Language	Site Name	Site Address	ZIP CODE	Voters Served
Bengali	1380 Parkchester Road	1380 Parkchester Road	10462	30
Chinese	1380 Parkchester Road	1380 Parkchester Road	10462	0



Queens				
Language	Site Name	Site Address	ZIP CODE	VotersServed
Italian	Board of Elections - Queens Voting Machine Facility Annex	66-26 Metropolitan Ave	11379	0
Polish	Board of Elections - Queens Voting Machine Facility Annex	66-26 Metropolitan Ave	113799	1
Russian	Helen Marshall Cultural Center at Queens Borough Hall	120-55 Queens Boulevard	11424	5
Urdu	Helen Marshall Cultural Center at Queens Borough Hall	120-55 Queens Boulevard	11424	0
Russian	PS 175-Lynn Gross Discovery School	64-35 102 Street	11374	25
Russian	PS 188	218-12 Hartland Avenue	11364	19
Haitian Creole	PS 34-John Harvard	104-12 Springfield Boulevard	11429	8
Russian	Queens College, City University of New York	65-30 Kissena Boulevard	11367	1
Urdu	Queens College, City University of New York	65-30 Kissena Boulevard	11367	0
Polish	Rockaway YMCA	207 Beach 73 Street	11692	1
Russian	Rockaway YMCA	207 Beach 73 Street	11692	16

Staten Island				
Language	Site Name	Site Address	ZIP CODE	VotersServed
Chinese	Ocean Breeze Athletic Complex	625 Father Capodanno Boulevard	10305	0
Russian	Ocean Breeze Athletic Complex	625 Father Capodanno Boulevard	10305	9
Chinese	Our Lady of Pity	1616 Richmond Avenue	10314	4
Korean	Our Lady of Pity	1616 Richmond Avenue	10314	1

ELECTION DAY

Brooklyn				
Language	Site Name	Site Address	ZIP CODE	Voters Served
Urdu	Agudath Sr Ctr	817 Avenue H	11230	7
Russian	Bay Academy-IS 98	1401 Emmons Avenue	11235	71
Haitian Creole	Canarsie HS	1600 Rockaway Parkway	11236	12
Yiddish	IS 71 -Juan Morel Campos	215 Heyward Street	11206	3
Russian	Marlboro Memorial Post	300 Avenue X	11223	29
Polish	Mc Carren Play Center	776 Lorimer Street	11222	21
Polish	McGuinness Sr Ctr	715 Leonard Street	11222	14
Russian	PS 128	2075 84th Street	11214	50
Haitian Creole	PS 152/PS 315	725 East 23 Street	11210	1
Russian	PS 177	346 Avenue P	11204	22
Russian	PS 197	1599 East 22 Street	11210	10
Russian	PS 206	2200 Gravesend Neck Road	11229	17
Russian	PS 209	2609 East 7th Street	11235	37
Urdu	PS 217	1100 Newkirk Avenue	11230	13
Russian	PS 226	6006 23rd Avenue	11204	6
Russian	PS 234 IS	1875 East 17 Street	11229	48
Arabic	PS 264	371 89th Street	11209	11
Haitian Creole	PS 269	1957 Nostrand Avenue	11210	25
Haitian Creole	PS 276	1070 East 83rd Street	11236	1
Arabic	PS 331	7002 4th Avenue	11209	11
Russian	PS 346	1400 Pennsylvania avenue	11239	15
Russian	PS 52	2675 East 29th Street	11235	36
Haitian Creole	PS 68 JHS	957 East 82 Street	11236	7

Russian	PS 682	50 Avenue P	11204	18
Russian	PS 90	2840 West 12th Street	11224	25
Russian	Seacoast Towers	1311 Brightwater Avenue	11235	62
Arabic	Sephardic Comm Ctr	1901 Ocean Parkway	11223	6
Russian	Shorefront YM-YWHA	3300 Coney Island Avenue	11235	68
Yiddish	Taylor Wythe Comm Ctr	80 Clymer Street	11249	1
Arabic	Telecommunications HS	350 67th Street	11220	6
Russian	Trump Village Bldg 3A	444 Neptune Avenue	11224	41
Russian	Trump Village Bldg 7A	2942 West 5 Street	11224	26
Russian	William E. Grady CTE High School	25 Brighton 4th Road	11235	44
Urdu	William E. Grady CTE High School	25 Brighton 4th Road	11235	56

Bronx				
Language	Site Name	Site Address	ZIP CODE	VotersServed
Bengali	PS 119	1075 Pugsley Avenue	10472	1
French	PS 90 The Family School	1116 Sheridan Avenue	10456	2

Queens				
Language	Site Name	Site Address	ZIP CODE	VotersServed
Polish	Holy Cross Church	61-21 56 Road	11378	5
Russian	JHS 157-Stephen A Halsey	63-55 102 Street	11374	2

TOTAL VOTERS SERVED: 1171

- * 1 Early Voting voter served for Haitian Creole interpretation was not available in the data.
- * 1 Early Voting voter served for Russian interpretation was not available in the data.

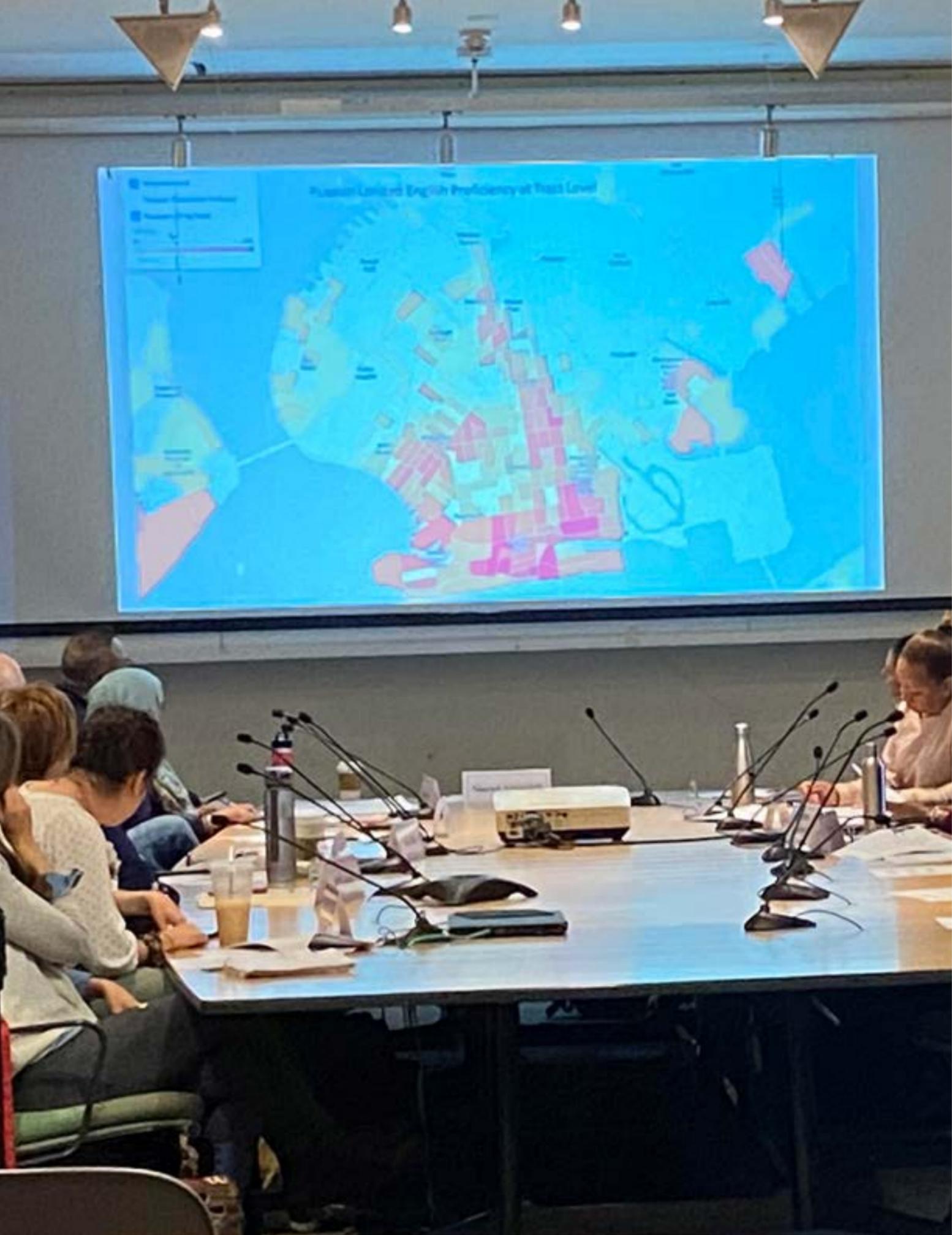


TABLE 3. JUNE 2021 PRIMARY: EARLY VOTING VOTER UTILIZATION

POLL SITE LANGUAGE ASSISTANCE PROGRAM
June 2021 Primary

EARLY VOTING

Brooklyn				
Language	Site Name	Site Address	ZIP Code	Voters Served
Haitian Creole	Brooklyn College- West Quad	2946 Bedford Avenue	11210	2
Russian	Brooklyn College- West Quad	2946 Bedford Avenue	11210	0
Urdu	Brooklyn College- West Quad	2946 Bedford Avenue	11210	0
Urdu	Carey Gardens Community Ctr.	2315 Surf Avenue	11224	2
Russian	Carey Gardens Community Ctr.	2315 Surf Avenue	11224	6
Russian	Carmine Carro Community Center	3000 Fillmore Avenue	11234	2
Haitian Creole	Carmine Carro Community Center	3000 Fillmore Avenue	11234	0
Arabic	Council Center for Senior Citizens	1001 Quentin Road	11223	0
Russian	Council Center for Senior Citizens	1001 Quentin Road	11223	1
Haitian Creole	Erasmus Hall HS	911 Flatbush Avenue	11226	14
French	Erasmus Hall HS	911 Flatbush Avenue	11226	1
Urdu	Erasmus Hall HS	911 Flatbush Avenue	11226	1
Yiddish	FDR. High School	5800 20 AVENUE	11204	6
Russian	FDR. High School	5800 20 AVENUE	11204	0
Bengali	FDR. High School	5800 20 AVENUE	11204	0
Russian	Fort Hamilton HS	8301 Shore Road	11209	4
Arabic	Fort Hamilton HS	8301 Shore Road	11209	0
Arabic	Knights Of Baron De Kalb Inc	3000 Emmons Avenue	11235	0
Russian	Knights Of Baron De Kalb Inc	3000 Emmons Avenue	11235	1
Russian	Mc Carren Play Center	776 Lorimer Street	11222	0
Polish	Mc Carren Play Center	776 Lorimer Street	11222	0
Haitian Creole	PS 68 JHS	956 East 82 Street	11236	10
French	PS 68 JHS	956 East 82 Street	11236	4
Russian	Youth Center	2739 Harway Avenue	11214	12
Urdu	Youth Center	2739 Harway Avenue	11214	13

Bronx				
Language	Site Name	Site Address	ZIP Code	Voters Served
Bengali	Bolton's Storefront	1380 Metropolitan Avenue	10462	13
Chinese	Bolton's Storefront	1380 Metropolitan Avenue	10462	2
Chinese	Bronx Regional HS	1010 Rev James A Polite Ave.	10459	0
French	Bronx Regional HS	1010 Rev James A Polite Ave.	10459	1

Queens				
Language	Site Name	Site Address	ZIP Code	Voters Served
Italian	Board of Elections - Queens Voting Machine Facility Anne	66-26 Metropolitan Ave	11379	0
Polish	Board of Elections - Queens Voting Machine Facility Anne	66-26 Metropolitan Ave	11379	0
French	Holy Trinity Parish Church	222-05 116 Avenue	11411	30
Haitian Creole	Holy Trinity Parish Church	222-05 116 Avenue	11411	31
Russian	Queens College, City University of New York	65-30 Kissena Boulevard	11367	4
Urdu	Queens College, City University of New York	65-30 Kissena Boulevard	11367	4
Polish	Rego Center Community Room	61-00 97 Street	11374	1
Russian	Rego Center Community Room	61-00 97 Street	11374	6

Staten Island				
Language	Site Name	Site Address	ZIP Code	Voters Served
Chinese	Ocean Breeze Athletic Complex	625 Father Capodanno Blulevard	10305	1
Russian	Ocean Breeze Athletic Complex	625 Father Capodanno Boulevard	10305	0

ELECTION DAY

Brooklyn

Language	Site Name	Site Address	ZIP Code	Voters Served
Urdu	Agudath Sr Ctr	817 Avenue H	11230	45
Russian	Bay Academy-IS 98	1401 Emmons Avenue	11235	5
Yiddish	Boro Park YM-YWHA	4912 14 Avenue	11219	13
Haitian Creole	Flatbush YMCA	1401 Flatbush Avenue	11210	7
Russian	Marlboro Memorial Post	300 Avenue X	11223	25
Polish	Mc Carren Play Center	776 Lorimer Street	11222	7
Polish	McGuinness Sr Ctr	715 Leonard Street	11222	8
Arabic	Muslim American Society Youth Center	1933 Bath Avenue	11214	1
Russian	Muslim American Society Youth Center	1933 Bath Avenue	11214	3
Italian	Muslim American Society Youth Center	1933 Bath Avenue	11214	0
Russian	PS 128	2075 84th Street	11214	9
Arabic	PS 170	619 72nd Street	11209	1
Russian	PS 177	346 Avenue P	11204	13
Bengali	PS 179	202 Avenue C	11218	18
Yiddish	PS/IS 180	5601 16th Avenue	11204	5
Russian	PS 188	3314 Neptune Avenue	11224	35
Russian	PS 197	1599 East 22 Street	11210	4
Russian	PS 206	2200 Gravesend Neck Road	11229	1
Russian	PS 209	2609 East 7th Street	11218	19
Urdu	PS 217	1100 Newkirk Avenue	11230	11
Russian	PS 234 IS	1875 East 17 Street	11229	32
Russian	PS 238	1633 East 8th Street	11223	3
Russian	PS 254	1801 Avenue Y	11235	2
French	PS 269	1957 Nostrand Avenue	11210	7
Haitian Creole	PS 269	1957 Nostrand Avenue	11210	6
Arabic	PS 331	7002 4th Avenue	11209	8
Russian	PS 52	2675 East 29th Street	11235	4
Bengali	PS 62 JHS	700 Cortelyou Road	11218	10
Haitian Creole	PS 68 JHS	956 East 82 Street	11236	0
French	PS 90	2840 West 12th Street	11224	7
Russian	PS 90	2840 West 12th Street	11224	13
Russian	Seacoast Towers	1311 Brightwater Avenue	11235	28
Russian	Shorefront YM-YWHA	3300 Coney Island Avenue	11235	9
Russian	St. Marks School	2602 East 19th Street	11235	5
Yiddish	Taylor Wythe Comm Ctr	80 Clymer Street	11249	11
Russian	Trump Village Bldg 3A	444 Neptune Avenue	11224	4
Russian	Trump Village Bldg 7A	2942 West 5 Street	11224	8
Russian	William E. Grady CTE High School	25 Brighton 4th Road	11235	12
Urdu	William E. Grady CTE High School	25 Brighton 4th Road	11235	44

Bronx

Language	Site Name	Site Address	ZIP Code	Voters Served
Italian	Ampere Ave Knights of Columbus Hall	3243 Ampere Avenue	10465	12
Bengali	PS 119	1075 Pugsley Avenue	10472	4

Queens

Language	Site Name	Site Address	ZIP Code	Voters Served
Russian	JHS 157-Stephen A Halsey	63-55 102 Street	11374	3
Russian	PS 175-Lynn Gross Discovery School	64-35 102 Street	11374	13
Haitian Creole	PS 34-John Harvard	104-12 Springfield Boulevard	11429	10
Italian	PS 85-Judge Charles Vallone	23-70 31 Street	11105	2
Polish	PS 88-Seneca	60-85 Catalpa Avenue	11385	1

Staten Island

Language	Site Name	Site Address	ZIP Code	Voters Served
Chinese	PS 13 M.L. Lindemeyer	191 Vermont Avenue	10305	10
Chinese	PS 39 Francis J. Murphy Jr.	99 Macfarland Avenue	10305	1
Korean	PS 69 Daniel D. Tompkins	144 Keating Place	10314	3

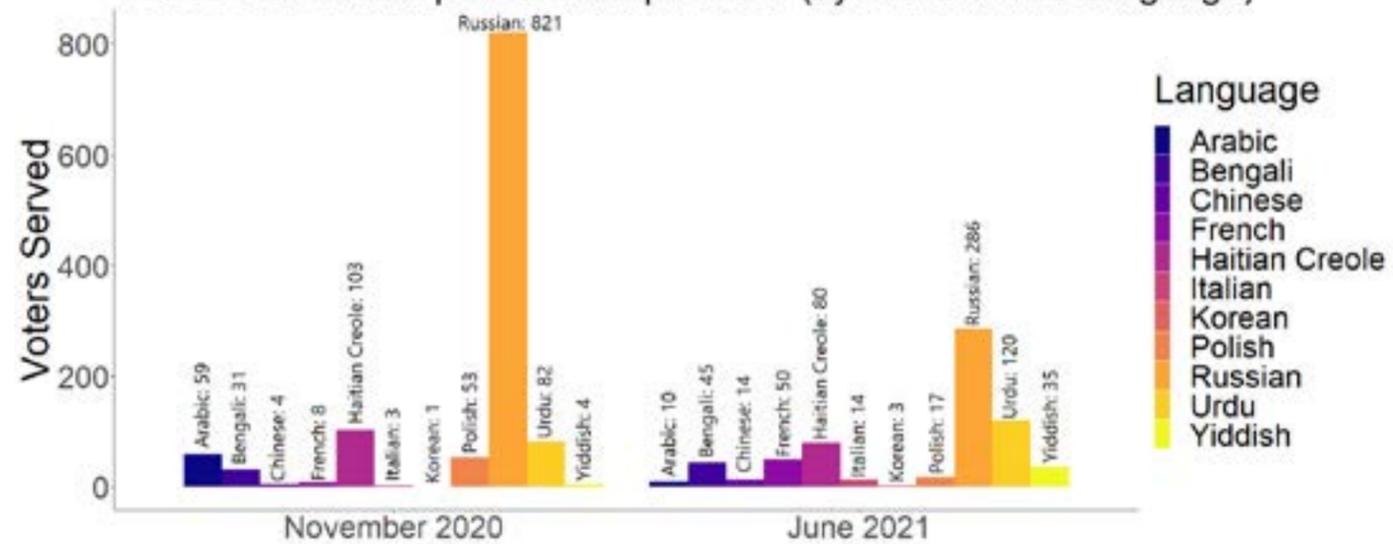
Total voters served: 675

*1 Early Voting voter served for Russian interpretation was not available in the data



FIGURE 5

NYC Civic Engagement Commission: Nov 2020 vs. June 2021 Voters served with poll site interpretation (by Election and Language)



As shown in Figure 5, languages vary in utilization by election period. Although the overall rate of utilization was higher for the 2020 general election relative to the 2021 primary, which is consistent with the overall voter participation in general versus primary elections, we observed an increase in the utilization for seven out of the 11 languages across the two elections.

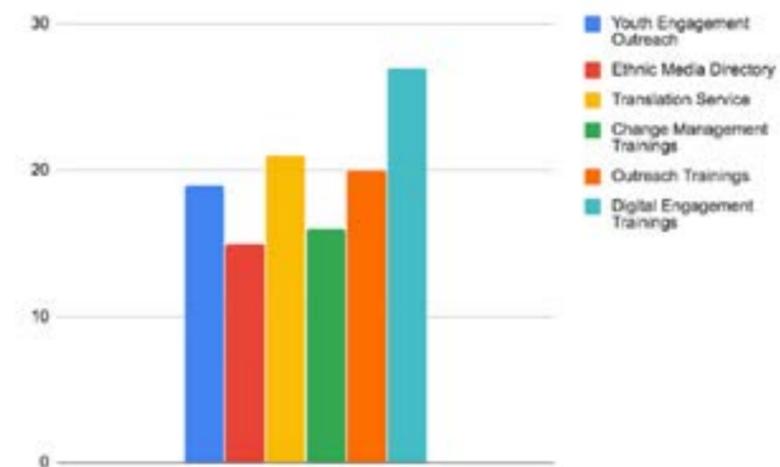
As previously noted, the pandemic presented unique challenges for the CEC in standing up this program during a time of remote work and shutdowns. Some of the field strategies for best practices on in-person engagement and canvassing were prohibitive due to health and safety guidance at critical project planning milestones. The CEC relied heavily on a geo-targeted 360° paid media campaign, and earned digital engagement plan to reach LEP voters. To better serve the needs of limited-English proficient voters in the future, more investment in the CEC budget to support field outreach, compensated community-canvassing partners, and multimedia engagement is needed, particularly for hard to reach language communities.

COMMUNITY BOARDS ASSISTANCE AND TRAINING

The City Charter specifically mandates that the CEC provide assistance and training to community boards, in consultation and coordination with the Department of City Planning (DCP) and other relevant agencies as well as borough presidents, to the extent practicable. The CEC staff have established regular communication and collaboration with borough presidents' offices, DCP and other relevant agencies including the Housing Preservation and Development (HPD), the Mayor's Office of Immigrant Affairs (MOIA), and Department of Information Technology and Telecommunications (DoITT) on their training and development of resources for community boards to avoid duplicative efforts and ensure that the work is value-added.

At the start of the CEC's engagement with community boards it quickly became apparent that there was a lack of up-to-date data on community boards' capacity, and diversity of boards across the boroughs. To ensure that our training and assistance were designed with the self-identified needs of community boards, the CEC conducted a needs assessment with district managers and board chairs, which surpassed our initial goals in participation with 49 of the 59 community boards responding or an 83% response rate. Our efforts shifted from in-person meetings to online and over the phone survey consultations with the switch to remote work. However, the learnings were

FIGURE 6. 2020
COMMUNITY BOARDS NEEDS ASSESSMENT QUESTION:
What resources/training would help your community board achieve a more equitable representation of your community?



instructive and continue to shape our programming for community board members. For example, in the needs assessment, as depicted in Figure 6, the top three requests from community boards for resources and trainings to achieve a more equitable representation of their communities were: digital engagement trainings, translation services, and outreach trainings. The CEC will continue building out its training curricula to meet these identified needs.

In our first two cycles of training, the CEC prioritized charter-mandated services. As a first step, CEC secured citywide services of Language Line to provide free, 24-hour over-the-phone language interpretation for all community boards to assist the boards in addressing the needs of limited English proficient individuals in their districts. In partnership with the Mayor’s Office of Data Analytics, CEC is also producing a language access map by community district so that boards will be able to access data about the language communities that reside in their district.

The CEC has developed and provided training and other assistance to community boards. This support has ranged from utilizing tech tools, to assistance in uniform meeting procedures, to an internal online resource platform. In the interest of providing support to as many as possible, these sessions were open to all volunteer community board members, district managers and chairs. Attendance has been strong across all five boroughs. From July of 2020 through August of 2021, the CEC partnered with the Parliamentarians of Metro New York (PMNY) for sequential online interactive trainings on Motions and Amendments, Nominations an Elections, Role of Secretaries, How to Run Efficient Meetings, and the Role of Community Board Committees. The CEC also consulted with Borough Presidents’ offices on the role of structural and interpersonal conflict; these listening sessions helped shape joint CEC and The Center for Creative Conflict Resolution of the Office of Administrative Trials and Hearings (The Center-OATH) workshops on conflict resolution skills in “Meeting Conflict with Confidence.” We also partnered with the Department of Housing Preservation and Development (HPD) on an affordable housing 101 workshop. Table 4 and Table 5 disaggregate by borough participation in each of the community board trainings offered by the CEC in 2020 and 2021 respectively.

Lastly, based on the 2020 community board needs assessment report, and in support of the charter mandate to provide neutral land use consultants, CEC initiated a directory of land-use consultants, non-profit and for-profit organizations interested in providing community boards with land-use planning services. This past Spring, we released a citywide Request for Expression of interest where 13 organizations responded. This project also created an opportunity for CEC to connect with the Department of Small Business Services (SBS)

Minority and Women-Owned Business Enterprises (MWBES). CEC strives to give all small businesses, including Minority and Women-Owned Business Enterprises (MWBES), an equal opportunity to compete for procurement opportunities and highlight those firms with experience in inclusive, community-based public engagement processes. We also purchased Center for Urban Pedagogy (CUP) plain language guides on the following topics: “What is Zoning? “; “What is ULURP?”; and “What is Affordable Housing?” These guides were provided to each of the 59 community boards for their usage in discussing and inviting residents into these complex policy landscapes.

This information is a part of our internal CityShare site dedicated to community boards; with the help of our sister agency Department of Information Technology and Telecommunications (DoITT), CEC created this webpage to facilitate access to all future workshop recordings and presentation decks for community board district managers and staff. In addition, to workshop materials, the site currently provides content and resources on our language assistance program, community and ethnic media, land-use materials provided by the Department of City Planning and third-party sources, and city mapping services.

Currently, only city employees such as the district manager and community associate office staff have access to the site using their city credentials to access the city intranet service. We are considering alternative sites for community board member access. The CEC launched the CityShare site in September and provided outreach to the district managers on how to access and use the site’s resources as well as a refresher on Language Line services.

	Date	BK	BX	MN	SI	QN	Total
Community Board Committees	8/2/2021	15	11	23	7	16	72
Community Board Committees	8/5/2021	17	27	21	7	12	84
	Date	BK	BX	MN	SI	QN	Total
How to Conduct Efficient Meetings	8/16/2021	7	7	13	4	6	37
How to Conduct Efficient Meetings	8/19/2021	12	7	18	3	11	51

Table 5. 2020 Community Board Training Participation by Borough							
	Date	BK	BX	MN	SI	QN	Total
Motions and Amendments	8/6/2020	41			18		59
Motions and Amendments	8/10/2020	8	9		1	37	55
Motions and Amendments	8/13/2020		2	51		4	57
	Date	BK	BX	MN	SI	QN	Total
Nominations and Elections	8/20/2020	25	1		11	2	39
Nomination and Elections	8/24/2020	1	29	1	1	21	53
Nomination and Elections	8/27/2020	2	3	33	0	0	38
	Date	BK	BX	MN	SI	QN	Total
Citywide Secretary workshop	9/17/2020	12	15	15	4	7	53
	Date	BK	BX	MN	SI	QN	Total
Conflict Resolution	11/13/2020	6	9	6	7	21	49
Conflict Resolution	12/7/2020	20	12	14	3	7	56

PARTNERSHIPS WITH CITY AGENCIES

The CEC has conducted programming in partnership with other city agencies to increase awareness of and access to city services and public engagement processes. These partnerships have focused on developing strategies to centralize public information about opportunities for civic engagement in the city, and to make that information inclusive and accessible to all city residents.

RANKED CHOICE VOTING AND OTHER ELECTION EDUCATION

Ancillary to the Poll Site Language Assistance Program, CEC has worked closely with the Mayor's Office of Immigrant Affairs and Democracy NYC (DNYC) on multilingual voter education campaigns including ranked choice voting (RCV), registering to vote, how to vote including absentee ballots, and know your rights. Tools for public engagement included multilingual brochures, flyers, palm cards, PSAs, online resource Voting Center, community-partner multi-lingual co-sponsored forums, and even a mobile bus tour. In 2021 we also had the opportunity to work with BRIC Arts Media and DNYC on a multimedia campaign specifically designed for RCV voter education in the first run of RCV in NYC.

NYC SERVICE VOLUNTEER MANAGEMENT PROGRAM

Through a total \$50,000 grant in FY21, the CEC was able to develop an initial volunteer management program supporting programmatic mandates and in support of resident engagement planning for the CEC's People's Festival as part of our public artist in residence (PAIR) program. This initiative helped to engage 4,465 residents and doubled our number of volunteers in the first half of the fiscal year alone. A subsequent grant of \$40,000 this fiscal year will help the CEC to continue to build on these outreach and engagement strategies and support our volunteer planning and management efforts.



THE PEOPLE'S BUS AND FESTIVAL

From August 20-September 5, 2021, the NYC Civic Engagement Commission (CEC) in partnership with the Department of Cultural Affairs (DCLA), the Mayor's Fund to Advance New York City and CEC Public Artist in Residence (PAIR) Yazmany Arboleda launched The People's Festival. This five-borough series of outdoor events, in neighborhoods hardest hit by the COVID pandemic, celebrated New Yorkers' resilience with live performances, interactive workshops, and community information.

The festival was anchored by The People's Bus, a retired city bus formerly used to transport people detained on Rikers Island, that was transformed with input from New Yorkers into a community center on wheels to engage people in NYC's civic life through beauty and joy. The People's Bus was joined at each stop by the Museum of Ice Cream's and Touching Land's Ice Cream Truck of Rights, a new and artistic take on the traditional ice cream truck that provided free ice cream while creatively educating recipients about their housing, immigration, labor and voting rights. At each festival stop these vehicles were also complimented by supplemental activations of festive tents with additional resources being provided by arts organizations, government agencies, community groups, and neighborhood leaders.





Consistent with our core values of collaboration, imaginative ways of working, dignity and manifesting community power, the CEC People's Festival demonstrated that a successful and just recovery in New York City requires connecting with people directly in their neighborhoods, particularly those who have historically been underserved and overlooked. We purposefully created spaces where communities could practice deep listening and embodied actions. The CEC also partnered with the City Artist Corps to support local artists and performers at each festival stop, and the Mayor's Task Force on Racial Equity neighborhood coordinators (TNCs) to identify and highlight self-identified community leadership and needs.

These events were organized around policy themes of civic engagement, knowing your rights, economic empowerment, food security, climate justice, and mental health & well-being. Development of these themes, of the Festival, and of the bus' transformation were done in collaboration with residents and The People's Fellows, another cohort of paid youth leaders, the majority of whom were from TRIE neighborhoods throughout NYC, that joined the CEC for three months this summer to imagine, design and implement The People's Festival.

THE MAYOR'S TASK FORCE ON RACIAL INCLUSION AND EQUITY NEIGHBORHOOD INITIATIVE

In partnership with the Taskforce for Racial Inclusion and Equity (TRIE), and the Young Men's Initiative (YMI), CEC is leading the implementation of the TRIE Neighborhood Initiative (TNI), an innovative program to support grassroots coalition building in the 33 communities hardest hit by COVID. Each TNI coalition is comprised of a diverse, multi-sector pool of stakeholders including nonprofit organizations, businesses, houses of worship, community boards, educational institutions, mutual aid networks, and civic bodies. The initiative provides real-time feedback loops to the City about what communities need, connects residents to resources and information, and strengthens community cohesion. In addition to vaccine education, test and trace education, and promoting mental health awareness, coalitions are conducting a needs assessment and developing a community resource directory to share with residents.

The CEC received an allocation of \$1.3 million to run a participatory budgeting process in the 33 neighborhoods in FY22. TRIE Neighborhoods Coalitions (TNCs) will lead this work in collaboration with network members and residents. Each neighborhood will determine their local recovery priorities by surveying residents, and the TRIE Neighborhood Coalitions will work with their communities to develop projects that address these priorities. Community members will then vote to select a winning project that will be awarded funding for implementation. The CEC also received funding in the amount of \$285,000 for 27 paid Youth Fellows to help lead this participatory budgeting process in the neighborhoods; 74% of the youth are from TRIE neighborhoods and the program is managed through a partnership with Pipeline to Power.

With this program TRIE is moving beyond individual programs to help strengthen communities. The TNI coalitions are a powerful tool for building community cohesion, crucial to COVID-19 recovery and future emergencies. A map by zip code of TRIE Neighborhood community-based partners may be accessed at:

<https://www1.nyc.gov/site/trie/resources/community-engagement.page>

COMMUNITY PARTNERSHIPS

COLUMBIA WORLD PROJECTS CONSORTIUM REPORT ON CIVIC TECH

The CEC partnered with Columbia World Projects (CWP), an initiative of Columbia University, in collaboration with the School of International and Public Affairs (SIPA) to host a series of working meetings on civic tech and government responsiveness to the needs of residents. The convenings centered considerations of equity, responsiveness, and transparency as well as best practices and challenges in other cities around the globe. Between May and August 2020, CEC and CWP convened experts from academia, community-based organizations, government, philanthropy, and the private sector to advise the Commission on uses of digital technologies to strengthen civic engagement over the course of five separate but correlated meetings. Each of these discussions provided insights around how the CEC might build digital points of connection between New York City's diverse communities and government with the aim of enhancing the civic power of residents while also cultivating more responsive structures of government.

These conversations, held virtually due to the pandemic, had even greater urgency given limits placed on in-person activities across the city and renewed focus on the digital divide. The first meeting examined the norms and values that undergird civic engagement and how the pandemic might serve as a source of stress on usual practices of civic engagement. The second meeting gathered experts from on civic engagement initiatives across multiple European cities. A third meeting focused on the CEC's adoption of Decidim, the digital platform built for enhancing participatory democracy, and explored good practices the CEC might adopt to create sustained communication and responsiveness on the platform. In addition to these meetings, CWP formed two additional working groups, each of which met once. The first surveyed the landscape of existing, relevant technologies. The second worked to identify metrics to measure civic engagement. The full joint report may be accessed online at:

<https://worldprojects.columbia.edu/sites/default/files/2021-03/Digital%20Tools%20for%20a%20Responsive%20Government.pdf>

NEW YORK UNIVERSITY (NYU) WAGNER CAPSTONE PROJECT

The CEC solicited and tasked an NYU Wagner Capstone team with two objectives: understanding the state of civic engagement in NYC and developing a policy framework for the creation of a civic engagement index. Both parts of the project were aimed at improving the CEC's understanding of engagement from the city government's perspective. The CEC would in a subsequent iteration add the government perspective to the community's input to create an inclusive, diverse, and culturally sensitive policy framework around what constitutes civic life in NYC.

The initial report consisted of two sections that support the CEC's mission. The first section was a review of the state of civic engagement in NYC. It analyzes five citywide engagement initiatives to identify common approaches to improving civic engagement. These approaches fell into two strategies: 1) programs that target certain aspects of engagement and 2) programs that engage underserved populations. These two strategies formed the backbone of each major citywide civic engagement initiative and provided a blueprint for future engagement efforts.

The second section provided recommendations for improving civic engagement from the city government's perspective. These recommendations were aimed at improving agencies' engagement and helping the CEC develop metrics that can be included in a future civic engagement index. The first recommendation was to create a standardized engagement survey to understand city agencies' engagement goals, activities, and progress. Next, the capstone cohort recommended the CEC take steps to encourage city agencies to involve communities in their strategic planning processes. The capstone cohort's final recommendation was that the CEC should map CBOs, neighborhood associations and existing community partners to understand the geography of engagement and identify areas that need stronger engagement support.

These two public-private partnership research efforts with Columbia University and New York University underscore our commitment to eliminate policies and practices that have disparate impacts on historically marginalized and underserved communities and to center accountability and transparency in our approach to continuous dynamic learning. These are only the beginning of longer-term collaboration and knowledge-sharing for the benefit of all New York City residents.

Recommendations— Roadmap for Year Ahead

Citywide Participatory Budgeting

The CEC PBAC strongly believes that participatory budgeting (PB) enfranchises communities by engaging them in identifying concrete ways to improve their quality of life, working with government agencies to prioritize projects and then voting on said projects. It uncovers hyper-local issues and solutions and makes sure that solutions are designed in ways that will be easily operationalized, used, supported, and maintained on the ground. Programming for the CEC's citywide participatory budgeting process, once allocated as charter-mandated by the mayor in the city budget, will be guided by a core set of principles beliefs as stated by the PBAC listed below:

- Allowing people to set and fund neighborhood priorities through needs assessment and proposal development is a meaningful way of engaging residents in direct democracy, particularly around issue areas where direct resident engagement is critical to averting crisis and sustaining social change, such as climate and racial justice. Face-to-face deliberation helps diverse constituencies to begin grappling with thorny issues in generative, concrete ways that honor shades of gray and tricky situations, in contrast to most public debates.
- PB provides an important opportunity to learn about local democracy and government and builds community leaders. These leaders go on to achieve better outcomes both inside and outside of PB--access to diverse job opportunities, going back to school, building new organizations, and engaging in new initiatives and collective efforts.
- For those who have not found a place for themselves in civic participation, PB opens a welcoming door with concrete results.

The PBAC also identified specific goals for the CEC's citywide participatory budgeting program that are in alignment with the Commission's overall values:

1. Address equity issues in how the city funds local projects and spends public resources.
2. Promote greater respect for lived experience of residents within city government.
3. Build civic leaders and aid grassroots organizing efforts in the city.
4. Bridge gaps in knowledge about public spending and technical considerations that influence capital projects.
5. Increase civic engagement among underrepresented communities,
6. Strengthen confidence and trust in local government.

Poll Site Language Assistance Program

Evaluation of the poll site language assistance program methodology and utilization is ongoing. Likewise, evaluation of communications tools for public engagement are also continuously evaluated. In the June primary, CEC established the Voting Center, a one-stop resource site, on our NYC Participate platform. The Center was advertised in 11 CEC program languages on digital and print media and promoted online. Traffic on the NYC Participate website was robust as were click throughs on digital assets. The CEC is currently reevaluating public relations vendor partners to support the future of this work, identifying an M/WBE with strong cultural awareness and deep language community knowledge in program languages. The CEC has also secured contracts with Smartling and Eriksen Translations Inc. to continue integration of all of our programs to serve language communities. This broader language access outreach is intimately tied to building relationship with language communities across New York City. A sustained and baselined communications and outreach budget in support of multilingual engagement is needed to have consistent engagement over time. Likewise, CEC has recently received Office of Management and Budget (OMB) approval to increase its outreach specialist staff and will be able to implement a greater in-person field outreach campaign within program service language communities provided health and safety guidelines allow for implementation of these strategies.

Community Boards

Community boards play a vital role in city land use decisions, and they are a central means for city agencies to collect resident feedback on land use. To promote greater justice and equity in land use processes, it is essential that boards educate and engage diverse community members in land use decisions, and that they be given the resources to do so. In addition, while the Charter authorizes community boards to hire planners, the cost of hiring planners is prohibitive. During our needs-assessment with district managers and board chairs, community boards confirmed that they work with and are grateful for the support of planners who work for the Department of City Planning and the Borough Presidents. At the same time, board leaders often perceive these resources as non-neutral and seek planning expertise that is independent and responsive to their local communities. They also believe a top down approach disadvantages boards and fosters reactivity in the Uniformed Land Use Review Procedure (ULURP) process, since boards and residents are typically reacting to proposals from the City. They and CEC Commissioners would like investment in bottom-up approaches, such as through 197-A plans, to allow community boards and their district residents to play a more proactive role. In an ideal world, community board budgets could incorporate funds to hire professional land use experts on staff as was the case prior to the Giuliani administration. It is also important to consider the Charter allows for 197-A plans, and without funding, bottom-up participatory planning remains unrealized. Given that urban planners and 197-A planning may be difficult to appropriate in the immediate future, the Civic Engagement Commission is developing a consultant program to fulfill the mandate to support community boards with “neutral” urban planning resources. CEC will continue to work with boards, DCP and borough president offices to ensure that newly appointed board members are trained in the zoning, that members have the knowledge required to review ULURP applications, and that they actively engage underrepresented residents at key points in the land use process.

As shown in Figure 6, boards requested training on outreach and youth engagement which the CEC is working to implement this year. Over the past two summers, CEC has also been reaching out to youth to share information on community boards and encourage their engagement. In 2020, we partnered with DYCD's SYEP program and the Chinese American Planning Council on a workplace challenge focused on strategies to increase youth participation on community boards. In 2021, the CEC's smaller contingent of 3-month Youth Fellows also learned about community boards and discussed ways to improve participation. Collectively, they recommended partnering with the Department of Education (DOE) to publicize community boards as a viable leadership development option with high school students. They also recommended providing more funding for youth outreach (ages 16 or older) encouraging them to apply to community boards, and to incentivize participation by providing paid terms. Youth may be precluded from participating in community boards due to their volunteer unpaid positions and the timing of when these meetings usually occur. Making concerted efforts to meet the needs of diverse youth across the city to meaningfully participate in the civic life of community boards will make them more representative of, and inclusive and responsive to their communities.

APPENDIX

Amendment to “Appendix A” of the Resolution of the Civic Engagement Commission enacted April 7, 2020:

APPENDIX A - FINAL METHODOLOGY PROCEDURES

1. Scope. These procedures implement the final methodology published by the Civic Engagement Commission on April 1, 2020, as enacted by resolution of such Commission on April 7, 2020, and as further amended by such Commission on January 7, 2021 and on June 1, 2021.
2. Definitions.
 - a. American Community Survey. The term “American Community Survey” or “ACS” means the annual survey conducted by the U.S. Census Bureau.
 - b. Census tract. The term “census tract” means the statistical subdivisions of a county used for the purpose of taking the census as determined by the U.S. Census Bureau.
 - c. Chair. The term “Chair” means the Chair of the New York City Civic Engagement Commission.
 - d. Commission. The term “Commission” means the New York City Civic Engagement Commission or the Chair acting on behalf of the Commission.
 - e. CVALEP. The term “CVALEP” means the number of persons who are U.S. citizens of voting-age and are limited English proficient based on the most recent American Community Survey data.
 - f. Program. The term “program” means the poll site language assistance program established pursuant to Charter § 3202.
 - g. Program eligible jurisdiction. The term “program eligible jurisdiction” means as that term is defined in paragraph 5.
 - h. Program eligible language. The term “program eligible language” means a language eligible for services under the program.
 - i. Public use microdata area. The term “public use micro data area” or “PUMA” means the statistical geographic area used for disseminating American Community Survey estimates as determined by the U.S. Census Bureau.
 - j. VRA language. The term “VRA language” means a language that a jurisdiction within the City of New York is required to provide language assistance in pursuant to the language minority provisions of the Voting Rights Act (“VRA”).
3. Covered elections. The program will provide oral language assistance at all primary and general elections beginning with the general election on November 3, 2020. The Commission will provide services at a special election if the program in the previous general election served at least one Election Day polling place designated for such special election and the Chair determines that the resources available to the Commission allow for the provision of such services.
4. Program eligible languages. Except as provided in paragraph 5, the program will provide oral language assistance in the following languages citywide: Arabic, Bengali, Chinese

(Cantonese, Mandarin), French, Haitian Creole, Italian, Korean, Polish, Russian, Urdu, and Yiddish.

5. Program eligible jurisdictions. The program will provide oral language assistance in all program eligible languages citywide, except that, the program will not provide oral language assistance in a program eligible language covered by the voting rights act in a jurisdiction where such language has been determined to be a covered language by such law. Therefore, the following VRA languages may not be served by this program in the following jurisdictions:
 - a. Bengali: Queens.
 - b. Chinese (Cantonese, Mandarin): Brooklyn, Manhattan, and Queens.
 - c. Korean: Queens.
 - d. Spanish: The Bronx, Brooklyn, Manhattan, Queens, and Staten Island.
6. Number of polling places served. The Commission shall determine the total number of polling places served for each covered general and primary election based on the total resources allocated to the program.
7. Polling place allotment. The number of polling places that will receive oral language assistance services in a program eligible language will depend on such language’s share of the total CVALEP population in the program eligible jurisdictions. Each program eligible language’s percentage share of the total number of polling places served is as follows:

Program Eligible Language	CVALEP Population¹	Percentage Share
Arabic	14,826	7.2
Bengali	11,221	5.5
Chinese (Cantonese, Mandarin)	7,969	3.9
French	10,091	4.9
Haitian Creole	22,941	11.1
Italian	17,078	8.3
Korean	4,639	2.2
Polish	12,979	6.3

¹ Excluding counties and languages covered by the Voting Rights Act. Based on U.S. Census Bureau, 2015-2019 American Community Survey 5-Year Data.

Russian	79,449	38.6
Urdu	11,250	5.5
Yiddish	13,361	6.5

8. Targeting formulae, general and primary elections. Prior to each covered general or primary election pursuant to paragraph 3 of these procedures and associated early voting period, the Commission shall make good faith efforts to apply the targeting formulae described in this paragraph to identify specific polling places in the program eligible jurisdictions that contain a significant concentration of limited English proficient voters that speak a program eligible language. Such targeting formulae are as follows:

- a. The Commission will obtain census tract data on the number of persons who speak each program eligible language and are limited English proficient, and calculate the percent of language speakers who are CVALEP in each PUMA;
- b. The Commission will use the CVALEP percent in subparagraph (a) to estimate the CVALEP population for each program eligible language in census tracts contained in a PUMA and distribute census tract level CVALEP data to polling places in order to estimate the CVALEP population by polling place. Such distribution is based on how voters in each census tract are distributed across intersecting polling places.
- c. For every polling place, the Commission will assign a numbered rank per each program eligible language based on the estimated concentration of CVALEP individuals assigned to such polling place that speak each program eligible language.
- d. A polling place may receive services in a particular program eligible language if such polling place's rank is equal to or less than the number of polling places allocated to that language pursuant to paragraphs 5 and 6 of these procedures.
- e. Services will be provided in all program eligible languages in at least one polling place.

9. Targeting formulae, special elections. Prior to each covered special election pursuant to paragraph 3 of these procedures and associated early voting period, the Commission shall compare the list of Election Day and early voting polling places designated for such special election with the list of Election Day and early voting polling places the Commission served in the previous general election. A polling place that appears on both lists may receive services at such special election provided that an early voting polling place may only be served if such special election has a covered early voting period pursuant to paragraph 11 of these procedures.

- a. In the event that the Board of Elections designates a polling place for use in such special election that was not used in the prior general election, the Commission may serve such polling place if the Chair determines that such polling place has an equal or higher concentration of CVALEP voters compared to polling places served during the prior general election provided that an early voting polling place may only be served if such special election has a covered early voting period pursuant to paragraph 11 of these procedures.

10. Health and safety exception. The Chair may exempt any polling place from the program for a particular election if the Chair determines that stationing an interpreter at such polling place would be detrimental to such interpreter's health or safety.

11. Covered early voting period. Beginning with the general election in 2020, the program will provide services during the early voting period for any primary or general election for U.S. President, or any primary or general election for a citywide elective office or a statewide elective office including any statewide federal office, provided that the program will provide such services at a special election for such citywide and statewide offices based upon the Chair's determination of the resources available to the Commission. The Chair shall establish the days and hours of early voting services based upon the resources available to the Commission for the provision of such services or the needs of the language community to be served in consultation with the Language Assistance Advisory Committee. Early voting polling places for general and primary elections will be targeted pursuant to paragraph 8 of these procedures. Early voting polling places for special elections will be targeted pursuant to paragraph 9 of these procedures.

12. Construction. The decision of the chair shall be conclusive on all questions of construction of these procedures.

DATED: 06-01-2021

NYC

Civic
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Commission

2021 ANNUAL REPORT
