

**Assigned Task:** Create a working timeline working backward from the November 2026 Common Council deadline, showing key milestones for methodology, rulebook, outreach, and implementation.

June	<p>Planning &amp; Launch</p> <ul style="list-style-type: none"> <li>● Identify and confirm the funding allocation available for community-directed investments.</li> <li>● Secure staffing, technical support, and implementation resources.</li> <li>● Engage community-based organizations, neighborhood leaders, and resident groups as partners.</li> <li>● Develop a communications and outreach strategy.</li> </ul>
July - August	<p>Design Phase</p> <ul style="list-style-type: none"> <li>● Schedule community idea collection sessions and digital engagement opportunities.</li> <li>● Develop outreach materials and promotional campaigns.</li> <li>● Develop the Participatory Budgeting Rulebook, including: <ul style="list-style-type: none"> <li>○ Eligibility requirements</li> <li>○ Funding priorities</li> <li>○ Proposal guidelines</li> <li>○ Voting process</li> </ul> </li> </ul>
September-October	<p>Community Idea Collection</p> <ul style="list-style-type: none"> <li>● Host neighborhood meetings, listening sessions, and pop-up engagement events.</li> <li>● <b><i>Recruit residents and or community based organizations interested in serving as Ambassadors/Evaluators/Budget Delegates. *Paid opportunities</i></b></li> </ul>
November	<p>Evaluation &amp; Implementation Planning</p> <ul style="list-style-type: none"> <li>● Launch online idea submission platforms.</li> <li>● Publicly announce the launch of the Community-Led Participatory Budgeting Initiative.</li> </ul>
2027	<ul style="list-style-type: none"> <li>● Conduct orientation and trainings.</li> </ul>

	<ul style="list-style-type: none"><li>● Organize ambassadors into project review teams.</li><li>● Partner with technical experts and agency staff to assess feasibility, costs, and implementation considerations.</li><li>● Refine and finalize proposals for inclusion on the submissions</li><li>● Gather feedback from residents, Steering Committee members, Budget Delegates, and community partners.</li><li>● Assess participation, equity, and process effectiveness.</li><li>● Document lessons learned and recommendations for future cycles.</li><li>● Develop implementation plans and timelines for funded projects.</li><li>● Establish resident monitoring and accountability structures.</li></ul>
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