

A free, interactive program to learn about City services

Community Academy

SESSION SCHEDULE

P MAYOR JORGE O. ELORZA
CITY OF PROVIDENCE



The Community Academy curriculum is designed to provide insight into the day-to-day operations of City government, while outlining opportunities for community engagement in and with City government. Sessions are designed to be wide-ranging and include classroom-style presentations as well as opportunities for department tours.

Suggested attire during sessions: business casual or comfortable clothing. Comfortable shoes are recommended for light walking during scheduled tours.

Week 1: City of Providence Basics

Mayor Elorza's Executive Office and Mayor's Center for City Services

Highlights: Different branches of government, Mayor Elorza's priority areas COVID-19 recovery efforts, Constituent requests, PVD 311, and supports for seniors.

Board of Licenses/Vital Statistic

Highlights: How to apply for a business license, IDPVD, and applying for marriage, death and birth certificates.

[QUICK BREAK]

Community Relations

Highlights: Community outreach, resources, and cultural events.

LOCATION: 591 Charles St,
Providence, RI 02904

DATE: April 25th, 2022

TIME: 5:30PM to 7:30PM

Light refreshments will be provided at the beginning of every session.

Week 2: Engage in Providence Opportunities

Department of Human Resources

Highlights: Jobs, Benefits, EEO, Employee Leaves, Retirement, Training, Workers Compensation, Wellness

Department of Art, Culture + Tourism (ACT)

Highlights: Hosting special events, policy and permitting, ACT programming, and creative placemaking.

[QUICK BREAK]

Office of Economic Opportunity

Highlights: Youth employment program, workforce solutions, small business supports, and First Source Providence.

LOCATION: 591 Charles St,
Providence, RI 02904

DATE: May 2nd, 2022

TIME: 5:30PM to 7:30PM

Light refreshments will be provided at the beginning of every session.

Week 3: City Finances and Records

Tax Assessor

Highlights: Motor/excise tax assessments, real estate assessments, tangible/personal assessments, and tax exemptions.

Tax Collector

Highlights: Real estate and vehicle tax, business tangible tax, Division of Motor Vehicles (DMV) registration blocks, and settling taxes after death.

[QUICK BREAK]

Recorder of Deeds

Highlights: Land records research, statewide recording fees, and foreclosure ordinance.

Purchasing

Highlights: City procurement processes.

LOCATION: 591 Charles St,
Providence, RI 02904

DATE: May 9th, 2022

TIME: 5:30PM to 7:30PM

Light refreshments will be provided at
the beginning of every session

Week 4: Providence Emergency Management Agency (PEMA) and Public Works

PEMA

Highlights: Emergency preparedness, City operations during a disaster, and community involvement. Facilities tour.

[QUICK BREAK]

Department of Public Works

Highlights: Recycling, trash (removal and pick-up), snow clearing process, parking, and contracts.

LOCATION: 591 Charles St,
Providence, RI 02904

DATE: May 16th, 2022

TIME: 5:30PM to 7:30PM

Light refreshments will be provided at
the beginning of every session

Week 5: Planning a City for the Future

Department of Planning and Development

Highlights: Housing and community development, key initiatives and community involvement, development process, GIS maps, research, and Boards and Commissions

[QUICK BREAK]

Office of Sustainability

Highlights: Climate Justice Plan, equity in sustainability, Port of Providence (ProvPort)

LOCATION: 591 Charles St,
Providence, RI 02904

DATE: May 23rd, 2022

TIME: 5:30PM to 7:30PM

Light refreshments will be provided at
the beginning of every session

Week 6: Healthy Living and Life Events

Healthy Communities Office

Highlights: "Public Health 101," substance misuse prevention, mental health, health equity initiatives, and school wellness.

[QUICK BREAK]

Providence Parks

Highlights: "Providence Parks 101," guidelines and operations, best practices, and projects.

LOCATION: 591 Charles St,
Providence, RI 02904

DATE: June 6th, 2022

TIME: 5:30PM to 7:30PM

Light refreshments will be provided at
the beginning of every session

Week 7: Voting and Legal Processes

Board of Canvassers

Highlights: Voter registration (forms, information, and locations), poll worker information, and elections.

Providence External Review Authority (PERA)

Highlights: Providence Community Safety Act, civilian interaction, and processes.

[QUICK BREAK]

Law Department

Highlights: “Law Department 101” and legislation.

LOCATION: 591 Charles St,
Providence, RI 02904

DATE: June 13th, 2022

TIME: 5:30PM to 7:30PM

Light refreshments will be provided at
the beginning of every session

Week 8: Last Notes, Loose Ends

Finance Department

Highlights: Budget process, budget management, and special areas of involvement (external reporting and tax levies).

Department of Recreation and Recreation Centers

Highlights: Recreation Centers, Programming, Permits + Reservations

[QUICK BREAK]

Department of Diversity, Equity, Inclusion and Belonging (DEIB)

Highlights: DEIB work and community engagement

LOCATION: 591 Charles St,
Providence, RI 02904

DATE: June 20th, 2022

TIME: 5:30PM to 7:30PM

Light refreshments will be provided at
the beginning of every session

Week 9: GRADUATION!

You made it! Now it is time to celebrate! We are extremely proud to extend you and your family an invitation to the City of Providence’s Community Academy Graduation Ceremony.

This will be a time to celebrate and congratulate all participants for the effort they have put into this program with certificates and citizens’ citations.

Certificates and citations will be presented by Mayor Elorza.

More information will be provided closer to the graduation date.

LOCATION: TBD

DATE: June 27th, 2022

TIME: 5:30PM to 7:30PM

Food and refreshments will be
provided