



AGENDA REPORT

City Manager's Office

DATE:	December 3, 2024
TO:	Mayor Martinez and Members of the City Council
FROM:	LaShonda White, Deputy City Manager – Community Services Patrick Seals, Administrative Chief Nicholas Delgado, Associate Management Analyst
Subject:	Calendar Years 2025-2027 Richmond Fund for Children and Youth Grant Awards
FINANCIAL IMPACT:	<p>The Kids First Amendment of the City of Richmond charter (Article 15 Section 2) requires the City to allocate one, two, and three percent of the City's General Fund (GF) in Fiscal Year (FY) 2021-2022, FY 2022-2023, and FY 2023-2024, respectively, and three percent each fiscal year thereafter through FY 2027-2028. These funds are to be set aside as annual revenue and appropriated to support the Richmond Fund of Children and Youth (RFCY). Per the Charter, a maximum of ten percent of the Fund can be used for costs related to administering the Fund, including staff support, basic infrastructure, support for the agencies administering the contracts, and overhead costs; and (2) an additional maximum of five percent of the Fund may be used to evaluate the results of this Article. The remaining 85 percent of the 3 percent allocation of the GF is used to fund eligible organizations through a competitive grant process.</p> <p>During calendar years 2025, 2026 and 2027, approximately \$6,734,835 annually will fund grants to eligible nonprofits and public agencies providing programs and services to Richmond children and youth. An appropriation of \$4,000,000 from the RFCY Fund</p>

	Balance will be transferred into the FY 2024-25 budget, and future FY budgets to cover all RFCY grant awards through the three-year grant cycle in CYs 2025-2027 (13371018-400201).
PREVIOUS COUNCIL ACTION:	October 1, 2024
STATEMENT OF THE ISSUE:	On June 5, 2018, Richmond voters approved Measures E and K, known as the Richmond Kids First Initiative, which approved a City of Richmond charter amendment to create a Department (RDCY) and Fund for Children and Youth (RFCY) and requires that a portion of the General Fund be set aside to fund youth programs and services. For the grant period Calendar Year (CY) 2025-2027, and per Article 15 Section 9(b-c), the RDCY has conducted an open and fair application process and is recommending a list of organizations for grant award approval by the City Council totaling approximately \$6.73 million annually.
RECOMMENDED ACTION:	ADOPT a resolution approving grant award recommendations from the Richmond Fund for Children & Youth (RFCY) Oversight Board for Calendar Years 2025-2027 to 37 youth-serving public and nonprofit organizations in a total amount not to exceed \$6,734,835 annually; APPROPRIATE a total of \$4,000,000 from the RFCY Fund Balance into the Fiscal Year (FY) 2024-25 budget and future FY budgets to cover all RFCY grant awards through the three-year grant cycle; ACCEPT and APPROPRIATE all grant funds awarded to City of Richmond departments up to the amounts awarded per calendar year; and AUTHORIZE the city manager, or their designee, to negotiate and execute grant service agreements with approved grantees - City Manager's Office (Patrick Seals 510-307-8016/Nicholas Delgado 510-620-6523/LaShonda White 510-620-6828).

DISCUSSION:

The Richmond City Council is being asked to approve the Richmond Fund for Children & Youth (RFCY) Oversight Board's recommendation for grant awards to 37 non-profit and public agency programs in the amount of \$6.73 million for calendar year 2025 through calendar year 2027. Organizations that receive an RFCY grant will be awarded for a three-year period starting January 1, 2025, through December 31,

2027. RFCY staff decided to use a calendar year (CY) grant period, instead of a fiscal year (FY), to allow funds to seamlessly cover summer activities. Agencies applied for RFCY funding through a competitive solicitation process per Article 15 Section 9(b) of the City of Richmond Charter, in which 92 applications were submitted totaling approximately \$19 million in requests. City staff is presenting a list of recommendations, finalized by the RFCY Oversight Board, based on scores and information submitted by a team of reviewers who read and scored all applications (Attachment 2).

Background:

On September 3, 2024, Richmond Department of Children and Youth (RDCY) staff released a Request for Proposals (RFP) for grant applications for CY 2025-2027 (Attachment 1). In alignment with the five Core Needs of the 2025-2028 RFCY Strategic Investment Plan, the funding allocations were based on an estimated \$6.37 million per year in available grant funding as outlined in the table below. However, an appropriation of \$4,000,000 will be made from the RFCY Fund Balance into the FY 2024-25 RFCY budget and future FY budgets to cover all the awards:

<u>Core Need Area</u>		<u>% of Total Funds</u>
1	Mental & Behavioral Health Needs	30% = \$1,911,000
2	Physical Health & Access	20% = \$1,274,000
3	Learning Needs	30% = \$1,911,000
4	Safety, Community, & Belonging Needs	20% = \$1,274,000
5	Connective & Supporting Services	
Total		100% = \$6,370,000

External consultants recommended that RDCY staff embed the funding allocation dedicated to Connective and Supportive Services into Core Need Areas 1-4. Organizations applying for RFCY funding were encouraged to build in Connective and Supportive Services into their program.

Funding parameters were based on the agency applicant type consisting of the following:

- *Small and Emerging Applicants*
 - Organization Parameter: annual revenue less than \$250,000
 - Grant Request Range: \$50,000 up to \$100,000

- *Single Agency Applicant*
 - Organization Parameter: annual revenue greater than \$250,000
 - Grant Request Range: \$50,000 up to \$200,000

- *Collaborative Applicant*
 - Organization Parameter: apply in collaboration with at least one organization
 - Grant Request Range: \$50,000 up to \$300,000

Applicants were eligible to submit up to two (2) proposals both as a Single Agency applicant, Small and Emerging, or Collaborative applicant, as long as the proposals were substantially different.

Outreach and Technical Support

Information about the CY 2025-2027 RFCY grant cycle was posted to the City’s website, presented in the City Manager’s Weekly Report, posted on the Richmond Department of Children and Youth’s social media platforms, and emailed through various listservs to inform as many organizations as possible of the RFCY grant.

In addition, the City hosted two (2) pre-proposal conferences that focused on reviewing the grant guidelines and completing the application included in the RFP for interested applicants. All grant-related materials and video-recorded training sessions were posted on the City’s RFCY grant webpage for reference (www.richmondyouth.org).

Evaluation Process

A total of 92 grant applications were received. Applications were vetted by RDCY staff to ensure that they were complete. All eligible applications were submitted to the RFP Grant Review Committee (Committee) for evaluation and scoring during October and November 2024. The Committee was comprised of staff from various City, county, and federal agencies including City of Richmond Finance Department, City Attorney’s Office, Information Technology, Economic Development, Fire Department, Police Department, Community Development, City and County of San Francisco, Alameda County, and the U.S. Department of Education. The 92 applications equated to approximately \$19 million in award requests. All reviewed applications were evaluated and rated independently by each Committee member using the criteria listed below.

<u>Narrative Element</u>	<u>Points</u>
Program Summary	(no points)
Agency History and Capacity	20
Program Design	35
Outcomes and Impact	25
Required Resources and Budget Request & Connective and Supportive Services	20
TOTAL	100

The eligible applications were organized into four (4) groups based on the four (4) Core Needs Areas. Each group consisted of a minimum of seven (7) reviewers, with each applicant receiving a minimum of four (4) reviews utilizing a standard scoresheet to score/rate each narrative element. All reviewers signed conflict of interest forms prior to reviewing applications and RDCY staff took additional steps to ensure no reviewers scored proposals where they may have such a conflict.

Applications were scored from one (1) to five (5) in individual sections and then given a multiplier that rendered scores up to a total of 100 points. Agencies located in Richmond received an extra five (5) bonus points per the City's Business Opportunity Ordinance. Committee members submitted their final scores and evaluations to City staff in November 2024. City staff then totaled and averaged the scores for each application and generated rankings in each priority area (a ranking of 1 denoting the highest average score overall, a ranking of 2 denoting the second-highest average score overall, etc.) (Attachment 2). Small and emerging organizations were evaluated and ranked separately from larger organizations. The intent behind this choice was to preserve and allow for funding to those organizations' program applications that represented the highest quality and standards of service offerings for Richmond youth and their families.

CY 2025-2027 RFCY Grant Award Recommendations

At a special meeting of the RFCY Oversight Board held on November 19, 2024, RDCY staff provided an overview of the aggregate scores, program details, projected demographic service metrics, activities tables, as well as service locations (Attachment 3).

The RFCY Oversight Board engaged in a robust discussion regarding potential grant awards and asked RDCY staff for additional information regarding organizations. As part of the Board's discussions and recommendations, they decided and/or agreed with RDCY staff to (1) recommend that at least one small and emerging organization be allocated funds for each core need area, and (2) only provide a cap or maximum of \$300,000 per organization per year. While organizations were eligible to submit multiple applications, the Oversight Board emphasized the importance of distributing grant funds to as many unique Richmond-serving organizations as possible to maximize the impact of the funding. As a result of this decision, the organizations selected for funding vary slightly from the overall rankings for each core need area.

Ultimately, the RFCY Oversight Board came to consensus on the organizations to set forward for recommended approval and award by the City Council (Attachment 4). The information in the tables below represents awards to public and/or nonprofit organizations (37 programs overall) in an amount not to exceed \$6,734,835.

Due to a fund balance in the RFCY account, the RFCY Oversight Board is recommending grant awards above the \$6,370,000 estimated to be available annually during the CY 2025-27 grant period. Therefore, RDCY staff is recommending an

appropriation of \$4,000,000 that will be made from the RFCY Fund Balance into the FY 2024-25 RFCY budget and future FY budgets to cover all the awards. The following table shows the total recommended grant award per Core Need Area.

	<u>Core Need Areas</u>	<u>Total Recommended Grant Award</u>
1	Mental & Behavioral Health Needs	\$2,011,200
2	Physical Health & Access	\$1,420,814
3	Learning Needs	\$2,243,475
4	Safety, Community, & Belonging Needs	\$1,059,346
5	Connective & Supporting Services	
	TOTAL PROPOSED ALLOCATION	\$6,734,835

Grant award recommendations are listed below by Core Need Areas. In each table, an “*” indicates a Richmond based organization, an “E” denotes a small and emerging applicant, an “S” denotes a single applicant, and a “C” denotes a collaborative applicant. A high-level summary for each recommended organization is included in Attached 3. Determinations for funding by the RFCY Oversight Board were based on scores from the reviewers, as well as analysis of the application and budget components. The RFCY Oversight Board recommended full funding to organizations to allow them to implement their proposed programs annually between CY 2025-2027, as organizations are eligible for 3 years of grant awards.

<u>Core Need Area 1: Mental & Behavioral Health Needs</u>		
<u>Organization Name</u>	<u>Requested Amount</u>	<u>Grant Award Recommendation</u>
Desarrollo Familiar* S	\$200,000	\$200,000
City of Richmond, Office of Neighborhood Safety* C	\$300,000	\$300,000
Greater Richmond Interfaith Program* C	\$300,000	\$300,000
Child Abuse Prevention Council S	\$51,200	\$51,200
West Contra Costa Unified School District* C	\$300,000	\$300,000
Contra Costa Family Justice Alliance* S	\$200,000	\$200,000
Mindful Life Project* S	\$150,000	\$150,000
Latina Center* C	\$200,000	\$200,000
Bay Area Community Resources S	\$200,000	\$200,000
Black Neighborhood* E	\$60,000	\$60,000
Bay Area Girls Club* E	\$50,000	\$50,000
TOTAL	\$2,011,200	\$2,011,200

<u>Core Need Area 2: Physical Health & Access</u>		
<u>Organization Name</u>	<u>Requested Amount</u>	<u>RFP Committee Recommendation</u>
YES Nature to Neighborhoods* S	\$199,974	\$199,974
Pogo Park* S	\$200,000	\$200,000
Summer Search* S	\$50,000	\$50,000
Richmond Outdoors Coalition* C	\$300,000	\$300,000
Growing Together, Bay Area S	\$190,840	\$190,840
Project Avary S	\$200,000	\$200,000
18 Reasons S	\$200,000	\$200,000
Richmond Steelers* E	\$80,000	\$80,000
TOTAL	\$1,420,814	\$1,420,814

<u>Core Need Area 3: Learning Needs</u>		
<u>Organization Name</u>	<u>Requested Amount</u>	<u>RFP Committee Recommendation</u>
Hidden Genius Project * S	\$200,000	\$200,000
RYSE * S	\$200,000	\$200,000
Richmond Library* S	\$200,000	\$200,000
Richmond Freedom School (Ed Fund)* S	\$200,000	\$200,000
Watershed Project (NGSS) * S	\$125,000	\$125,000
Fresh Approach S	\$200,000	\$200,000
City of Richmond, Recreation Dept * S	\$300,000	\$300,000
City of Richmond, Employment & Training * C	\$300,000	\$300,000
Practice Space * S	\$200,000	\$200,000
Richmond Promise * C	\$218,475	\$218,475
Things That Creep * E	\$100,000	\$100,000
TOTAL	\$2,243,475	\$2,243,475

<u>Core Need Area 4: Safety Community, & Belonging Needs</u>		
<u>Organization Name</u>	<u>Requested Amount</u>	<u>RFP Committee Recommendation</u>
Richmond High School Music Department* C	\$300,000	\$300,000
East Bay Center for the Performing Arts* C	\$300,000	\$300,000
Summer Search* S	\$173,000	\$173,000
Fresh Lifelines for Youth* S	\$101,790	\$101,790
Big Brothers Big Sisters, Bay Area S	\$60,000	\$60,000
Nurturing Independence Through Artistic Development (NIAD)* S	\$58,556	\$58,556
Touch of New Life* E	\$66,000	\$66,000
TOTAL	\$1,059,346	\$1,059,346

Next Steps

Given City Council approval of the grant awards, City staff will enter into grant service agreements with awardees (Attachment 5). City staff will manage the contract processes which include, but are not limited to, entering into contracts with grantees, contract administration, serving as a point of contact for all grantees, conducting site visits, reviewing progress reports, and reviewing and approving invoices.

Per the Charter, RFCY receives 3 percent of the General Fund. Beginning in FY 2025-26, RFCY anticipates an additional \$1.5 million due to the \$50 million the City is scheduled to receive in July 2025 per the settlement agreement with Chevron. Furthermore, funds are expected to be available in the RFCY Fund Balance to support additional grant awards. RFCY staff plans to engage with the RFCY Oversight Board, the City Council, service providers, and the broader community to determine how to allocate additional future funding. As an example, there may be a decision to provide a new grant opportunity for youth-led projects and/or award grants to more organizations that applied as part of the current CY 2025-2027 grant cycle (i.e. expand grants awards to 5 new organizations based on the existing scores and ranking).

Along with potential new funding opportunities, City staff, reviewers, and the RFCY Oversight Board agreed that organizations not recommended for funding would most benefit from technical assistance or capacity building support. Such support (e.g., strategic planning, budgeting/financial, executive director coaching, grant writing, etc.) would allow for improved operations and grant awards in subsequent years. It is the intent of City staff to provide such support during CYs 2025-2027 and staff are working on an RFP to solicit those services and provide access to organizations that could best utilize the assistance.

SYNERGISTIC POLICIES:

- 2024 Richmond Fund for Children & Youth Community Needs Assessment
- 2025-2028 Richmond Fund for Children & Youth Strategic Investment
- City of Richmond Charter Article 15 - Richmond Fund for Children and Youth

DOCUMENTS ATTACHED:

Attachment 1 – CY 2025-27 RFP Grant Guidelines and Application

Attachment 2 – CY 2025-27 RFCY Grant Program Evaluation Matrix and Ranking

Attachment 3 – CY 2025-27 RFCY Grant Award Program Overview and Summaries

Attachment 4 – Resolution Approving CY 2025-27 RFCY Grant Awards

Attachment 5 – Draft RFCY Grant Service Agreement