



AGENDA REPORT

Library and Community Service

DATE:	January 18, 2022
TO:	Mayor Butt and Members of the City Council
FROM: <i>(List all relevant/responsive staff persons)</i>	LaShonda White, Interim Library and Community Services Director Ranjana Maharaj, Community Services Administrative Manager Stephanie Ny, Associate Administrative Analyst Samantha Carr, Environmental Manager Gabino Arredondo, Project Manager
Subject: <i>(This will appear on the agenda)</i>	Love Your Block (LYB) Mini-Grant Program Fiscal Years 2021-2023
FINANCIAL IMPACT:	<p>A total of \$80,000 is allocated for the Love Your Block Mini-Grant Awards FY 2021-2023 grant cycle (01250051-400815 2GI01). Mini-Grants will fund clean-up and beautification projects in the City of Richmond that will engage resident and community volunteers.</p> <p>Ninety percent (\$72,000) of the funding will be disbursed in FY 2021-2022, and ten percent (\$8,000) of the funding will be disbursed in FY 2022-2023 upon grantee submission and staff review of a complete final report package.</p>
PREVIOUS COUNCIL ACTION: <i>(List all dates items were heard or council action took place)</i>	Click or tap here to enter text.

STATEMENT OF THE ISSUE:	The Community Services Department, in partnership with the City Manager's Office, Economic Development Division, is seeking approval of the guidelines and application of the Love Your Block Mini-Grant (LYB Mini-Grant) program for Fiscal Years 2021-2023.
RECOMMENDED ACTION: <i>(This will appear on the agenda)</i>	APPROVE the Fiscal Years (FY) 2021-2023 Love Your Block Mini-Grant (LYB Mini-Grant) program guidelines, application, final report, and grant award agreement; and AUTHORIZE the city manager or designee to administer grant award agreements and disburse grant funds upon selection of recipients – Library and Community Services Department (LaShonda White/Stephanie Ny 510-620-6563).

DISCUSSION:

Since 2015, Community Services Department's Love Your Block (LYB) program has awarded 39 mini-grants to volunteer-based projects in Richmond. These mini-grants, in addition to other collaborative Love Your Block projects, have engaged over 1,300 resident and community volunteers in cleaning up and beautifying Richmond as well as building neighborhood unity.

A resolution was approved by City Council on December 17, 2019, approving a solid waste Franchise Fee adjustment of a 7.5 percent increase to develop I Heart Richmond. The funding can be used for: 1) Compliance and enforcement of local and state solid waste reduction and recycling laws; 2) Prevention of litter and blight; and 3) Improving overall environmental quality and health.

A total of \$80,000 is allocated for the Love Your Block Mini-Grant Awards FY 2021-2023 grant cycle (01250051-400815 2GI01) for non-profit organizations with 501(c)(3) tax status and organizations utilizing a 501(c)(3) fiscal sponsor. Mini-grants will fund clean-up and beautification projects in the City of Richmond that will engage resident and community volunteers.

Mini-grant awards can be up to \$10,000, and the number of awards available is determined based on the amount of each award. Decisions regarding grant awards and amounts are based on a review panel consisting of community volunteers.

The Community Services Department proposes to release the Love Your Block Mini-Grant Guidelines and Application on January 31, 2022, and the applications will be due on Friday, February 25, 2022, at 11:59 p.m.

Staff is bringing forth proposed guidelines, application, final report, and the grant award agreement for approval. The guidelines, application, final report, and grant award agreement combined elements of the City Council-approved FY 2020-2021 Community Services Mini-Grant as well as prior City Council-approved FY 2020-2022 Love Your Block Mini-Grant materials.

Staff is requesting approval of the FY 2021-2023 Love Your Block Mini-Grant guidelines, application, final report, and grant award agreement permitting staff to continue with the public release of these documents. The schedule associated with the application is as follows:

<u>TASK</u>	<u>DATE</u>
Application Release	Jan 31, 2022
Virtual Office Hours	Feb 2022
Application Deadline	Feb 25, 2022
Grant Award Notification	Mar 23, 2022
Grant Award Agreement, Business License, and Proof of Insurance Deadline	Apr 21, 2022
Grant Implementation Period	Jul 1, 2022 – Apr 30, 2023

Upon selection of the grantees, Community Services and each organization will enter an agreement and ninety percent of funds will be distributed in FY 2021-2022. Ten percent of funds will be distributed in FY 2022-2023 upon grantee submission and staff review of a complete final report.

For more information on the Love Your Block program and to access the application when it becomes available, visit: <http://www.ci.richmond.ca.us/3107/Love-Your-Block>.

Policy Synergies

The Love Your Block Mini-Grant program supports the direction and implementation of numerous City of Richmond policies and plans, including:

[General Plan 2030](#)

- Policy ED1.1 Safe, Well-Maintained Neighborhoods and Public Spaces
- Action ED1.B Neighborhood Revitalization Initiative
- Policy ED5.2 Safe and Walkable Streets

Urban Greening Master Plan

- Program 2-B Support urban greening initiatives by citizen action groups while following adopted industry best practices
- Program 3-F Support and encourage use of the City's tool lending library

Parks Master Plan

- Policy PR2.1 High-Quality, Distinctive Parks
- Policy PR2.2 Safe Public Spaces and Facilities
- Policy PR2.3 Active Use and Natural Surveillance

Climate Action Plan

- Strategy GA1 Support Urban Tree-Planting Programs
- Strategy GA2 Support Local Agriculture and Food Production

DOCUMENTS ATTACHED:

Attachment 1 – FY 2021-2023 Love Your Block Mini-Grant Guidelines

Attachment 2 – FY 2021-2023 Love Your Block Mini-Grant Application

Attachment 3 – FY 2021-2023 Love Your Block Mini-Grant Final Report

Attachment 4 – FY 2021-2023 Grantee Award Agreement