



Human Relations Commission Memorandum

City of Arts & Innovation

TO: HONORABLE COMMISSIONERS **DATE: SEPTEMBER 26, 2024**
FROM: HUMAN RELATIONS COMMISSION **WARDS: ALL**
SUBJECT: CONSIDER THE FORMATION OF A 2025 GRANT AD HOC COMMITTEE

ISSUE:

Dissolve the existing Grant Ad Hoc Committee and create a new 2025 Grant Ad Hoc Committee.

RECOMMENDATIONS:

That the Human Relations Commission vote to dissolve the existing Grant Ad Hoc Committee and create a new 2025 Grant Ad Hoc Committee.

BACKGROUND:

On October 28, 2021, the Human Relations Commission (HRC) held a discussion in which the Commission proposed that \$3,000 of their existing budgeted funding be allocated towards Community Support Grants to invest in nonprofits or community organizations that were furthering the mission of the HRC within the City of Riverside.

On March 24, 2022, the HRC voted to create an Ad Hoc Committee to work on grant related activities. The Grant Ad Hoc was comprised of Commissioners Ayra, Scoggins, and Shirley. The purpose of the Grant Ad Hoc was to develop the grant application and grant rubric, as well as brainstorm marketing and outreach efforts to make the application accessible to as many Riverside community organizations as possible.

The HRC received approval from the City Council to initiate the Community Support Grant on June 6, 2023. Applications for the inaugural Community Support Grant were opened to the public on November 1, 2023. On March 28, 2024, the HRC voted to select three applicants to award the funds to. The City Council provided approval to disburse the funds to the organizations selected by the HRC on April 23, 2024. The funds were disbursed to the three organizations on June 20, 2024.

On July 25, 2024, the HRC voted to approve a proposed budget allocation that included \$2,000 to the Community Support Grant for Fiscal Year (FY) 2024/25.

DISCUSSION:

Per the City Charter, section 201, ad hocs created by a board or commission must be (i) created for a specific purpose, (ii) with a specified time frame to complete that purpose, and (iii) the ad hoc is dissolved once that purpose has been timely accomplished. Given these provisions, the existing Grant Ad Hoc must be dissolved and a new one formed for FY 2024/25 grant activities, if the Commission deems it necessary.

Should the Commission vote to establish the 2025 Grant Ad Hoc Committee, any tasks related to the Community Support Grant for FY 2024/25 will be completed by June 30, 2025 and the Ad Hoc will be dissolved thereafter. Members of the Commission wishing to be a part of this Ad Hoc Committee shall volunteer during the meeting. The Ad Hoc Committee shall be composed solely of less than a quorum of the Commission and shall have a minimum of three members. If there are insufficient volunteers to meet this minimum requirement, the Chair of the Commission may appoint through assignment the necessary number of members required.

FISCAL IMPACT:

There is no fiscal impact associated with this action.

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