



Human Relations Commission Memorandum

City of Arts & Innovation

TO: HONORABLE COMMISSIONERS **DATE: JULY 28, 2022**

FROM: HUMAN RELATIONS COMMISSION **WARDS: ALL**
AD HOC COMMITTEE CHAIR

**SUBJECT: REVIEW OF COMMUNITY SUPPORT BUDGET EXPENDITURE IN THE TOTAL
AMOUNT OF \$3,000**

ISSUE:

The issue for Human Relations Commission consideration is to review and discuss a Community Support budget expenditure in the total amount of \$3,000.

RECOMMENDATION:

That the Human Relations Commission review and discuss a Community Support budget expenditure of \$3,000 and bring forth any recommendations to the Inclusiveness, Community Engagement, and Governmental Process Committee for consideration.

STAFF RECOMMENDATION:

That the Human Relations Commission consider collaborating with Community and Economic Development Department, Neighborhood Engagement Division to implement the expenditure of \$3,000 to non-profit and Community Project grants.

BACKGROUND:

On October 28, 2021, the Human Relations Commission (HRC) discussed an earlier request from Commissioner Barth to submit allocation proposals to expend the \$5,000 HRC budget on various community facing initiatives within the City of Riverside. Through discussion, Commissioner Ayra recommended a \$3,000 budget expenditure be allocated towards Community Support Grants, to invest in nonprofits and Community-Based Organizations that align with the objectives of the Human Relations Commission.

At the March 24, 2022, regular meeting, the Commission voted to create a separate Ad-Hoc Committee, comprised of Commissioners Ayra, Scoggins, and Shirley to discuss possible Community Support budget expenditures.

DISCUSSION:

The Community Support Grant aims to have an accessible, transparent and accountable application process, open to as many community organizations and groups in the City as feasible within financial and reporting guidelines. The Ad-Hoc Committee initially discussed splitting the total \$3,000 dollar allocation into 5 separate grants of varying amounts. The Commissioners reviewed the existing City of Riverside Small Sparks grant program and assessed the current need in the community. After careful consideration, the Ad-Hoc Committee decided to move forward with splitting the total allocation into three \$1,000 grants to better support ongoing community efforts and to simplify the grant request process.

The Ad-Hoc Committee will present the completed grant application, grant rubric, and marketing themes/materials to the general Commission at regularly scheduled monthly meeting for final approval before working with relevant City of Riverside departments in order to implement the grant program.

FISCAL IMPACT:

The total fiscal impact of the action is \$3,000. The funds are available in the Fiscal Year 2022-2023 Mayor’s Office Budget. Potential costs include the translation of the application into Spanish at around \$.30 per word approximately \$275 for 1-2 pages, marketing printed options such as postcards and flyers at \$600 per 1,000, Utility Bill Inserts at \$2,600, and posters at \$100 each. Partnership with Neighborhood Engagement Division can potentially reduce costs related to translation.

Prepared by:	Aram Ayra, Commissioner/Ad-Hoc Committee Chair
Approved as to availability of funds:	Edward Enriquez, Chief Financial Officer/City Treasurer
Approved by:	Philip Falcone, Advisor to the Mayor