



*City of Arts & Innovation*

# Inclusiveness, Community Engagement, and Governmental Processes Committee Memorandum

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**TO: HONORABLE COMMITTEE MEMBERS** **DATE: FEBRUARY 1, 2023**

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

**SUBJECT: HUMAN RELATIONS COMMISSION UPDATE ON THE COMMUNITY SUPPORT  
PROGRAM IN PARTNERSHIP WITH THE CITY OF RIVERSIDE'S  
NEIGHBORHOOD ENGAGEMENT DIVISION**

## **ISSUE:**

Receive an update on the Human Relations Commission Community Support Grant program in partnership with the City of Riverside's Neighborhood Engagement Division and forward to City Council for approval.

## **COMMISSION RECOMMENDATIONS:**

That the Inclusiveness, Community Engagement, and Governmental Processes Committee:

1. Receive an update on the Human Relations Commission Community Support Grant program in partnership with the City of Riverside's Neighborhood Engagement Division; and
2. Forward to City Council for approval and initiation of the program.

## **BACKGROUND:**

The City of Riverside Human Relations Commission (HRC) held a discussion at the monthly Commission meeting on October 28, 2021, in which members provided feedback on an earlier request from Commissioner Barth to submit allocation proposals for the remaining \$5,000 in HRC funding on various community facing initiatives within the City of Riverside. Commissioner Ayra proposed that \$3,000 of existing funding be allocated towards Community Support Grants to invest in nonprofits, CBOs, and community organizations that were furthering the mission of the Human Relations Commission within the City of Riverside.

On March 24, 2022, Commissioners voted to create a separate Ad-Hoc Committee, comprised of Commissioners Ayra, Scoggins, and Shirley, to plan and implement the Community Support Grants. The Ad-Hoc Committee has met twice since then to develop the grant application and

grant rubric, as well as brainstorm marketing and outreach efforts in order to make the application accessible to as many Riverside community members and organizations as possible.

## **DISCUSSION:**

The HRC 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 Human Relations Commission Ad-Hoc Committee initially discussed splitting the total \$3,000 dollar allocation into five 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 meetings for final approval before working with relevant City of Riverside departments to implement the grant program.

The Human Relations Commission will partner with the City of Riverside's Neighborhood Engagement Division by receiving guidance and support from the division's staff. They will provide the HRC with an application template in both English and Spanish for use by the Community Support Program. The Neighborhood Engagement Division will also receive the applications internally and complete an initial review.

## **STRATEGIC PLAN:**

This item contributes to **Strategic Priority 2 – Community Well-Being (Goal 2.4 - Support programs and innovations that enhance community safety, encourage neighborhood engagement, and build public trust)** and **Strategic Priority 5 – High Performing Government (Goal 5.3 - Enhance communication and collaboration with community members to improve transparency, build public trust, and encourage shared decision-making.**

The item aligns with the following Cross-Cutting Threads as follows:

1. **Community Trust** – The Community Support program builds trust with community members by supporting community programs and opportunities that benefit them.
2. **Equity** – The Community Support program is inclusive to all eligible community members and provides funding opportunities to support their efforts.
3. **Fiscal Responsibility** – The Community Support program aligns with the Fiscal Responsibility Cross-Cutting Thread as the Neighborhood Engagement Division team and materials will be provided and supported by the staff.
4. **Innovation** – The Community Support program uses partnerships to support local groups to extend their programs and services.
5. **Sustainability & Resiliency** – The Community Support program aligns with the Sustainability & Resiliency Cross-Cutting Thread by creating a program that can continue to support the community beyond the current program.

**FISCAL IMPACT:**

The total fiscal impact of the action is \$3,000. The funds are budgeted and available in the General Fund, Mayor-Community Relations, Human Relations Commission account 0120000-450051.

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Certified as to  
availability of funds: Edward Enriquez, Interim Assistant City Manager/Chief Financial  
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Approved by: Rafael Guzman, Assistant City Manager

Approved  
as to form: Phaedra A. Norton, City Attorney

Attachment: Presentation