



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: MAY 2, 2023

FROM: COMMUNITY AND ECONOMIC DEVELOPMENT WARDS: ALL
DEPARTMENT & HUMAN RELATIONS COMMISSION

SUBJECT: INITIATION OF THE COMMUNITY SUPPORT GRANT PROGRAM BY THE
HUMAN RELATIONS COMMISSION IN PARTNERSHIP WITH THE CITY OF
RIVERSIDE'S NEIGHBORHOOD ENGAGEMENT DIVISION

ISSUE:

Initiation of the Community Support Grant Program by the Human Relations Commission in partnership with the City of Riverside's Neighborhood Engagement Division.

RECOMMENDATION:

That the City Council approve the initiation of the Community Support Grant Program by the Human Relations Commission in partnership with the City of Riverside's Neighborhood Engagement Division.

COMMITTEE RECOMMENDATION:

The Inclusiveness, Community Engagement, and Governmental Processes Committee met on February 1, 2023, with Chair Cervantes, and Member Condor present, to receive an update on the Human Relations Commission's Community Support Grant Program with a recommendation to forward to City Council for approval and initiation of the program.

After discussion the Committee voted to recommend that the City Council approve initiation of the Community Support Grant 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, community-based organizations, and community organizations that were furthering the mission of the HRC 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.

On February 1, 2023, Ad-Hoc Committee Chair Ayra presented the proposed Community Support Grants Program to the Inclusiveness, Community Engagement and Governmental Processes Committee with recommendations for the Committee to forward recommendations to the City Council for approval and initiation. Ad-Hoc Committee Chair Ayra requested that the item be brought back to the HRC for feedback on the Community Support Grant application.

On February 23, 2023, Ad-Hoc Committee Chair Ayra presented the Community Support Grant application and provided updates to the HRC with feedback from the February 1st meeting incorporated. The HRC provided some minor grammatical and formatting edits for the Community Support Grant application which were implemented during the meeting and approved to go back to the City Council for a final vote.

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 HRC 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 HRC 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 ALIGNMENT:

This item contributes to **Strategic Priority 2 – Community Well-Being** and **Goal 2.4 – Support programs and innovations that enhance community safety, encourage neighborhood engagement, and build public trust.**

The item aligns with each of the five Cross-Cutting Threads as follows:

1. **Community Trust** – The Community Support Grant program supports community programs and opportunities that benefit the City of Riverside.

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 Grant program uses existing budget allocations for the HRC repurposed for all eligible community members to provide community programs, events, and services.
4. **Innovation** – The Community Support Grant program uses partnerships to support local groups to extend and enhance programs/services.
5. **Sustainability & Resiliency** – The Community Support Grant program serves groups committed to supporting the community through current and future programs, events, and services.

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.

Prepared by: Aram Ayra, Commissioner/Ad-Hoc Committee Chair, Human Relations Commission
 Agueda Padilla, Project Manager Neighborhood Engagement Division

Certified as to
availability of funds: Edward Enriquez, Interim Assistant City Manager/Chief Financial Officer/City Treasurer

Approved by: Rafael Guzman, Assistant City Manager
Approved
as to form: Phaedra A. Norton, City Attorney

Concurs with;



Clarissa Cervantes, Chair
Inclusiveness, Community Engagement, and Governmental Processes Committee

Attachment: Community Support Program Application