

INTRODUCED: May 26, 2026

AN ORDINANCE No. 2026-121

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Grant Contract between the City of Richmond and Richmond Behavioral Health Foundation for the purpose of funding a trauma healing response network.

Patron – Mayor Avula

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: JUN 8 2026 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer, for and on behalf of the City of Richmond, be and is hereby authorized to execute a Grant Contract between the City of Richmond and Richmond Behavioral Health Foundation for the purpose of funding a trauma healing response network. The Grant Contract shall be approved as to form by the City Attorney and shall be substantially in the form of the document attached to this ordinance.

§ 2. This ordinance shall be in force and effect upon adoption.

AYES: _____ NOES: _____ ABSTAIN: _____

ADOPTED: _____ REJECTED: _____ STRICKEN: _____

City of Richmond

Intracity Correspondence

O&R Transmittal

DATE: December 22, 2025

TO: The Honorable Members of City Council

THROUGH: The Honorable Danny Avula, Mayor

THROUGH: Odie Donald II, Chief Administrative Officer

THROUGH: Tanikia Jackson, DCAO for Finance and Administration

THROUGH: Letitia Shelton, Director of Finance

THROUGH: Meghan Brown, Director of Budget and Strategic Planning

THROUGH: Amy Popovich, DCAO for Human Services

FROM: Dominic Barrett, Senior Policy Advisor

RE: To execute a Grant Contract with Richmond Behavioral Health Foundation for the purpose of funding the Trauma Healing Response Network.

ORD. OR RES. No.

PURPOSE: To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Grant Contract between the City of Richmond and Richmond Behavioral Health Foundation for the purpose of funding the Trauma Healing Response Network.

BACKGROUND: Created in 2021 through a partnership with Richmond City Council, the Richmond and Henrico Health Districts (RHHD), and the Richmond Behavioral Health Foundation (RBHF), the Trauma Healing Response Network (THRN) engages impacted families in the aftermath of a firearm injury or death through an evidence-based, trauma-informed, and healing-centered approach. The program convenes dozens of community partners providing resources in housing, food access, mental health support, and education to mitigate violence across all community spaces, while providing direct connection to community partners, short-

term case management, and long-term resource referrals. RHHD serves as the operating agent for THRN, while RBHF serves as the network's financial administrator.

In the last quarter of FY25, the Department of Neighborhood and Community Services identified \$80,000 to direct toward this partnership. These funds will help bring the City's total investment during FY26 closer to the FY25 appropriation to the program. The \$80,000 of funds that will be used for this grant agreement were encumbered and currently exist in the FY26 DNCS budget for this purpose.

COMMUNITY ENGAGEMENT: N/A

STRATEGIC INITIATIVES AND OTHER GOVERNMENTAL: Resolution No. 2021-R029 declared gun violence as a public health crisis in the city of Richmond. Among many other things, the resolution called for the establishment of "an evidence-based public health response to address the underlying social, economic, and systemic factors that promote gun violence."

FISCAL IMPACT: This will reduce the Department of Neighborhood and Community Services FY26 General Fund budget by \$80,000.

DESIRED EFFECTIVE DATE: Upon adoption

REQUESTED INTRODUCTION DATE: May 11, 2026

CITY COUNCIL PUBLIC HEARING DATE: May 26, 2026

REQUESTED AGENDA: Consent agenda

RECOMMENDED COUNCIL COMMITTEE: Education and Human Services

AFFECTED AGENCIES: Budget and Strategic Planning, Finance, Neighborhood and Community Services

RELATIONSHIP TO EXISTING ORD. OR RES.: Resolution No. 2021-R029

ATTACHMENTS: AATF Grant Agreement for Richmond Behavioral Health Foundation

STAFF: Dominic Barrett, Senior Policy Advisor, 804-659-4455, Dominic.Barrett@rva.gov

GRANT CONTRACT

THIS CONTRACT is made this day of , 2026 between the City of Richmond, a municipal corporation and political subdivision of the Commonwealth of Virginia (the "City"), and Richmond Behavioral Health Foundation, a Virginia nonstock corporation, authorized to transact business in the Commonwealth of Virginia (the "Recipient").

STATEMENT OF PURPOSE

- A. Section 15.2-953(A) Code of Virginia authorizes the City to make gifts and donations to any charitable institution or association, located within their respective limits or outside their limits if such institutions or association provides services to residents of the locality.
- B. Ordinance No. 2026- adopted , 2026, authorizes the City to enter into this Contract providing funds in the amount of \$80,000.00 (the "Funds") as a gift to the Recipient.
- C. Section 12-15 of the Code of the City of Richmond requires the Recipient to enter into a contract with the City prior to the City's disbursement of the Funds to the Recipient.

The City and the Recipient, intending to be legally bound, agree as follows:

1. **Contact Information.**

- A. The City's point of contact for purposes of this Contract is:

Greg Hopkins
Office of the DCAO for Human Services
900 East Broad Street, Ste 501
Richmond, Virginia 23219
gregoryhopkins@RVA.gov
(804) 987-8186

This point of contact is responsible for monitoring the Recipient's compliance with this Contract.

- B. The Recipient's point of contact for purposes of this Contract is:

Carolyn Seaman
Director of Development
Richmond Behavioral Health Foundation
107 S. 5th Street
Richmond, VA 23219
Carolyn.Seaman@rbha.org

- C. Either party may change the contact information set forth in this section by submitting a written statement that the party is making such a change and setting forth the contact information of the party's new point of contact to the other party's point of contact.

2. **Payment of Funds.**

- A. The City shall pay the Funds to the Recipient in one lump sum within 30 days or as soon as possible following full execution of this Contract and the City's receipt of an invoice for such expenses.
- B. The Recipient shall return to the City all of the Funds received by the Recipient if the requirements set forth in Section 3 below are not fulfilled.
- C. If the Recipient has not expended any part of the Funds after all of the requirements set forth in Section 3 below are met, the Recipient shall certify in writing to the City's Chief Administrative Officer that all of the requirements set forth in Section 3 have been fulfilled and the specific amount of the Funds that the Recipient has not expended. If the City's Chief Administrative Officer agrees in writing that all of the requirements set forth in Section 3 have been fulfilled, the Chief Administrative Officer may choose to allow the Recipient to retain and use the remaining portion of the Funds for any lawful purpose.

3. **Scope of Services.** In consideration of the City's award of the Funds to the Recipient, the Recipient shall:

- A. Serve as a fiscal agent for The Trauma and Healing Response Network ("THRN") coordinated by the Richmond and Henrico Health District ("RHHD").
- B. Provide payment to vendors approved by RHHD as soon as practicable, following the receipt of a vendor's invoice and W9.
- C. Submit monthly budget reports to RHHD and adhere to the spending plan outlined within the vendor contracts with RHHD.
- D. Ensure that all vendor services and payments to such vendors are for the purpose of RHHD's administration of the THRN.

4. **Performance Measures.** The City will use the following performance measures to evaluate whether the Recipient has performed the services required by this Contract in a

manner that achieves the City's purpose in providing the Funds to the Recipient. Achievement of these performance measures may be used by the City in determining eligibility for future funding:

A. Perform the scope of services set out in Section 3 above.

5. **Reporting.** The Recipient shall furnish the City's point of contact with a written report on its use of the Funds by submitting a Final Program Report. The Final Program Report shall be due by July 15, 2026. Reporting template to be provided to the Recipient by the City's point of contact.

6. **Acknowledgement of Donation.** The Recipient shall, in connection with any programs, events, or other matters funded in whole or in part with the Funds, acknowledge the City of Richmond as a donor, contributor, or sponsor. This acknowledgement must be included on any promotional materials, brochures, publications, websites, or other visible locations. The City has the right, upon request, to review and approve any such acknowledgement. Further, the City has the right, in its sole discretion, to require the removal of its name from any such promotional materials, brochures, publications, websites, or other visible locations.

7. **Compliance Monitoring.** The City's point of contact shall monitor the Recipient's compliance with this Contract. In addition to the report(s) required by Section 5, the Recipient shall furnish the City's point of contact with any information reasonably requested by the City's point of contact in order to enable the City's point of contact to determine whether the Recipient is meeting or has met the performance measures set forth in this Contract. This may include at least one site visit to be performed by a representative of the City.

8. **Recipient's Representations and Warranties.** The Recipient represents and warrants as follows:

A. The Recipient is and will be for the duration of this Contract a charitable institution or association as detailed in a Section 15.2-953(A) of the Code of Virginia.

B. The Recipient's signatory below is duly authorized by the Recipient to enter into this Contract and thereby bind the Recipient to this Contract's terms and conditions. This Contract is signed when a party's signature is delivered by facsimile, email, or other electronic medium. These signatures must be treated in all respects as having the same force and effect as original signatures.

9. **Audit.** Pursuant to Section 2-187 of the Code of the City of Richmond, the Recipient shall, as a condition of receiving monies from the City, be subject to periodic audits of its

finances and expenditures of such City monies by the City Auditor on demand and without notice.

10. **Insurance.** The Recipient shall ensure that the following insurance is in place and maintained throughout the duration of this Contract. Such insurance shall insure the Recipient and any of its agents, contractors, employees, invitees, licensees, officers, or volunteers performing services on behalf of the Recipient pursuant to this Contract, with an insurer licensed to transact insurance business in the Commonwealth of Virginia. The insurance policy or policies under which the required insurance is provided shall list the City as an additional insured and shall be effective before the Recipient or its agents, contractors, employees, invitees, licensees, officers, or volunteers perform any activities contemplated by this Contract. The Recipient shall furnish the City with copies of the required additional insured endorsements and such certificates of insurance evidencing the existence of the required insurance coverage as the City may request.

A. **Commercial General Liability.** Recipient shall maintain Commercial General Liability insurance. The policy should be written on an occurrence form, including broad form blanket contractual liability, for claims arising out of work hereunder for bodily injury/property damage, products and completed operations and personal and advertising injury with limits of no less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate. Coverage applies on a primary and non-contributory basis as with respect to any other insurance, deductible, or self-insurance available to the insured.

B. **Commercial Crime (Employee Dishonesty).** Recipient shall maintain Commercial Crime insurance with limits of at least \$500,000 for each loss which includes a third-party endorsement covering theft of City's property or the City's customer's property by Recipient's employees, agents, etc.

11. **Record Retention.** The Recipient agrees to maintain all financial records, books, and relevant supporting documentation related to this award for a period of not less than five (5) years from the expiration or earlier termination of this agreement, or for such time as otherwise required by law, whichever is longer. These records shall be maintained in accordance with generally accepted accounting principles (GAAP) and be readily available for inspection and audit by authorized representatives of the City of Richmond upon written request. Such records shall be maintained locally or deliverable at the Recipient's expense to a location in the metropolitan Richmond area.

12. **Term.** This contract is effective beginning July 1, 2025, and expires June 30, 2026.

SIGNATURES ARE ON THE FOLLOWING PAGE

