

INTRODUCED: May 28, 2019

AN ORDINANCE No. 2019-137

To authorize the Chief Administrative Officer to accept funds in the amount of \$5,000.00 from Share Our Strength's No Kid Hungry Virginia Campaign, and to appropriate the increase in grant funds received to the Fiscal Year 2018-2019 Special Fund by increasing estimated revenues and the amount appropriated to the Department of Parks, Recreation and Community Facilities' Summer Food Program Special Fund for the purpose of increasing the number of healthy meals served through the Department of Parks, Recreation and Community Facilities' Summer Food Program.

\_\_\_\_\_  
Patron – Mayor Stoney

\_\_\_\_\_  
Approved as to form and legality  
by the City Attorney  
\_\_\_\_\_

PUBLIC HEARING: JUN 10 2019 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer is authorized to accept funds in the amount of \$5,000.00 from Share Our Strength's No Kid Hungry Virginia Campaign for the purpose of increasing the number of healthy meals served through the Department of Parks, Recreation and Community Facilities' Summer Food Program.

AYES:            8            NOES:            0            ABSTAIN: \_\_\_\_\_

ADOPTED:    JUN 10 2019    REJECTED: \_\_\_\_\_    STRICKEN: \_\_\_\_\_

§ 2. That Ordinance No. 2018-058, adopted May 14, 2018, which adopted a Special Fund Budget for the fiscal year commencing July 1, 2018, and ending June 30, 2019, and made appropriations pursuant thereto, be and is hereby amended by increasing revenues from the funds accepted pursuant to section 1 of this ordinance increasing the amount appropriated for expenditures by \$5,000.00 and increasing the amount appropriated to the Department of Parks, Recreation and Community Facilities' Summer Food Program Special Fund by \$5,000.00 for the purpose of increasing the number of healthy meals served through the Department of Parks, Recreation and Community Facilities' Summer Food Program.

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



# CITY OF RICHMOND

INTRACITY CORRESPONDENCE

O & R REQUEST  
4-8811  
MAY 09 2019

Office of the  
Chief Administrative Officer

**O&R REQUEST**

**DATE:** April 29, 2019

**EDITION:** 1  
**RECEIVED**

**TO:** The Honorable Members of City Council

MAY 20 2019

**THROUGH:** The Honorable Levar M. Stony, Mayor

**THROUGH:** Selena Cuffee-Glenn, Chief Administrative Officer

OFFICE OF THE CITY ATTORNEY

**THROUGH:** Reginald Gordon, Deputy CAO for Human Services

**THROUGH:** Lenora Reid, Deputy CAO for Finance and Administration

**THROUGH:** Jay A. Brown, Ph.D., Director of Budget and Strategic Planning

**FROM:** Christopher Frelke, Director of Parks, Recreation and Community facilities

**RE:** Acceptance and appropriation of grant funds to administer nutrition, and health-family education for youth and families in community recreation programs and in Child and Adult Care Program (CACFP) after-school programs.

**ORDINANCE OR RESOLUTION NO.:** \_\_\_\_\_

**PURPOSE:** To authorize the Chief Administrative Officer to accept grant funds in the amount of \$5,000 from the Virginia No Kid Hungry Campaign and to appropriate the increase to the Department of Parks, Recreation and Community Facilities (DPRCF) Special Fund Budgets for the purpose of increasing the number of healthy meals served through the US Department of Agriculture (USDA) and the Virginia Department of Health (VDH) Summer Food Service Program (SFSP), which is sponsored through the Department of Parks, Recreation and Community Facilities (DPRCF).

**REASON:** The City of Richmond through its Department of Parks, Recreation and Community Facilities (DPRCF) is seeking approval to accept a grant award in the amount of \$5,000; the award is being made by the Virginia No Kid Hungry Campaign. The grant will provide additional funding which will aid in increasing the number of meals served to children in low-income areas and who participate in our programs in the Richmond area in our current SFSP.

**RECOMMENDATION:** It is recommended that this funding is appropriated to the Department of Parks, Recreation and Community Facilities Special Fund Budget FY2019.

**BACKGROUND:** The Department (DPRCF) has sponsored the Summer Food Service Program (SFSP) for more than 40 years. The SFSP is the premier child nutrition service program providing children nutrition and healthy meals and snacks outside of schools hours. The programs provided close to 200,000 meals to youth to more than 75 different feeding sites throughout the Richmond

area in FY 2018. SFSP feeding sites are located to ensure that every child who wants to participate is within walking distance. This grant allows DPRCF to provide meals to more youth. This grant agreements period is June to September, 2019.

**FISCAL IMPACT/COST:** The City will receive \$5,000 in grant funding to support materials, supplies, and education to program participants.

**FISCAL IMPLICATIONS:** The acceptance of this award will allow the Departments SFSP to expand awareness and increase the number of meals served to program youth.

**BUDGET AMENDMENT NECESSARY:** Yes. Amends to the 2019 Special Fund Budget, Ordinance No. 2018-58

**REVENUE TO CITY:** The City of Richmond Department of Parks, Recreation and Community Facilities will receive \$5,000 in revenue from the Virginia No Kid Hungry Campaign

**DESIRED EFFECTIVE DATE:** Upon adoption

**REQUESTED INTRODUCTION DATE:** May 28, 2019

**CITY COUNCIL PUBLIC HEARING DATE:** June 10, 2019

**REQUESTED AGENDA:** Consent Agenda

**RECOMMENDED COUNCIL COMMITTEE:** Education and Human Services

**CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES:** None

**AFFECTED AGENCIES:** Department of Parks, Recreation, and Community Facilities,

**RELATIONSHIP TO EXISTING ORD. OR RES.:** None

**REQUIRED CHANGES TO WORK PROGRAM(S):** None

**ATTACHMENTS:** Attachment A- Letter of Grant Award

**STAFF:** Ray A. Chavis, Program and Operation Supervisor  
Parks, Recreation and Community Facilities, 646-1084

Deborah E. Morton, Deputy Director  
Parks, Recreation and Community Facilities, 646-5714

Raqiyah W. Cooper, Recreation Services Manager  
Parks, Recreation and Community Facilities, 646-1442



April 26, 2019

Raqiyah Waajid  
Recreation Program Coordinator  
Richmond Parks and Recreation  
1209 Admiral St, Richmond, Virginia 23220

Dear Raqiyah,

Congratulations! Share Our Strength and the Virginia No Kid Hungry Campaign are pleased to award a grant of **\$5,000.00** to **Richmond Parks and Recreation**. The purpose of this grant is to begin a Summer Food Service Program (SFSP) or Seamless Summer Option (SSO) program or to increase the number of meals served in your current program, as outlined in your recent proposal. This grant is generously supported by the Anthem Foundation.

*Using Grant Funds*

The approved grant amount may be used only for the budget items you outlined to help implement your summer meals program. Funds must be spent by September 2019. Budget changes may be requested in advance, in writing, to Share Our Strength by emailing [GrantsHelpDesk@strength.org](mailto:GrantsHelpDesk@strength.org) with your organization's name and budget request. **If you are unable to start your summer meals program this summer or use your funds as intended, please notify Share Our Strength and return the funds before July 15, 2019.**

*Grant Period*

It is our understanding that you will operate your program this summer and report on all months served, beginning with your Program Start Date: **June 17, 2019**. Please reach out to your No Kid Hungry program or grant contact if you encounter challenges or delays starting your program on time, continuing your program throughout the summer, or spending the grant funds before the end of the grant cycle in September.

*Reporting Requirements*

**By accepting these grant funds, you agree to provide us with a one-time report following your summer meals program, due on September 30, 2019 via the No Kid Hungry Grants Portal.** Please reach out to your No Kid Hungry program or grant contact if you encounter challenges or delays starting your program on time, continuing your program through completion, or spending the grant funds before the end of the grant period.

*Changes in Programming & Public Charity Status*

This grant is contingent on your organization's status as an SFSP or SSO Sponsor/Site. Your organization must be an approved provider at the time this grant is implemented. If you are not approved as a SFSP or SSO provider, your current program is discontinued, or there is any change in your public charity or school status, you are required to notify Share Our Strength and return these grant funds.

*Site Visits and Publicity Efforts*

As a condition of this grant, your organization agrees to participate in site visits and/or publicity efforts relating to this grant, by either Share Our Strength or the Virginia No Kid Hungry campaign. Please note that all such site visits or publicity efforts will be coordinated in advance and with consideration of your organization's availability and schedule.



If you have questions about any of the conditions described in this letter, or about your grant in general, please contact Liz Evancho, Director of Grants Administration, at [eevancho@strength.org](mailto:eevancho@strength.org).

I offer you my thanks for your daily efforts to end childhood hunger. Share Our Strength is pleased to support your important work and looks forward to hearing about your progress throughout the year.

Sincerely,

Tom Nelson  
President & CEO

**ACH (Bank to Bank) Grant Deposit Information**

Please fill-in the banking information below to receive your grant funds via direct bank deposit to your school district or organization. We cannot process any grant payments with missing fields or blank signature.

BANK NAME: Wells Fargo Bank

BANK ADDRESS: 1021 E Cary St Ste 100, Richmond, VA 23219

(9) DIGIT ROUTING NUMBER: 121000248

DEPOSITOR ACCOUNT NAME: City of Richmond

DEPOSITOR ACCOUNT NUMBER: 2079900437388

TYPE OF ACCOUNT: Checking

The information being collected on this form will be used by Share Our Strength to securely transmit payment data, by electronic means, to your organization's financial institution. By checking this box, you agree that the above ACH payment information listed is accurate and that you are an authorized representative of your organization permitted to share this ACH payment information.  
**(Please check the box next to this paragraph, indicating agreement.)**

**Authorizing Signature**

Signing the below indicates your agreement to all grant requirements and authorizes a bank transfer of the grant amount stated in this letter.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: Raqiyah Waajid Cooper Title: Recreation Services Manager

Organization Name or School District: Richmond Parks, Recreation and Community Facilities