

INTRODUCED: November 10, 2025

AN ORDINANCE No. 2025-246

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the amount of \$3,817.00 from the National Recreation and Park Association and to appropriate the increase to the Fiscal Year 2025-2026 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Department of Parks, Recreation, and Community Facilities' Grant – Mentoring Opportunities for Youth Initiative Special Fund by \$3,817.00 for the purpose of providing services to youth impacted by and at risk for substance misuse.

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Patron – Mayor Avula

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Approved as to form and legality  
by the City Attorney

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PUBLIC HEARING: DEC 8 2025 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, is authorized to accept funds in the amount of \$3,817.00 from the National Recreation and Park Association for the purpose of providing services to youth impacted by and at risk for substance misuse.

§ 2. That the funds received from the National Recreation and Park Association are hereby appropriated to the Special Fund Budget for the fiscal year commencing July 1, 2025, and

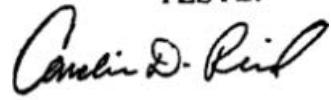
AYES: 8 NOES: 0 ABSTAIN: \_\_\_\_\_

ADOPTED: DEC 15 2025 REJECTED: \_\_\_\_\_ STRICKEN: \_\_\_\_\_

ending June 30, 2026, by increasing estimated revenues by \$3,817.00, increasing the amount appropriated for expenditures by \$3,817.00, and allotting to the Department of Parks, Recreation, and Community Facilities' Grant – Mentoring Opportunities for Youth Initiative the sum of \$3,817.00 for the purpose of providing services to youth impacted by and at risk for substance misuse.

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

**A TRUE COPY:**  
**TESTE:**

A handwritten signature in black ink, appearing to read "Camlin D. Reid".

**City Clerk**

# City of Richmond

## Intracity Correspondence

### O&R Transmittal

**DATE:** September 8, 2025

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

**THROUGH:** The Honorable Danny Avula, Mayor

**THROUGH:** Odie Donald, Chief Administrative Officer

**THROUGH:** Tanikia Jackson, DCAO – Finance and Administration

**THROUGH:** Letitia Shelton, Director of Finance

**THROUGH:** Meghan Brown, Director of Budget and Strategic Planning

**THROUGH:** Amy Popovich, DCAO – Human Services

**FROM:** Christopher Frelke, Director of Parks, Recreation & Community Facilities

**RE:** **National Recreation and Park Association Grant - Mentoring Opportunities for Youth Initiative (provides mentoring services for youth impacted by and at risk for substance misuse)**

**ORD. OR RES. No.** \_\_\_\_\_

**PURPOSE:** To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the amount of \$3,817.00 from the National Recreation and Park Association and to amend the Fiscal Year 2025-2026 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Department of Parks, Recreation and Community Facilities' Grant – Mentoring Opportunities for Youth Initiative Special Fund, for the purpose of providing services to youth impacted by and at risk for substance misuse.

**REASON:** The City of Richmond Department of Parks, Recreation and Community Facilities (PRCF) is seeking approval to receive additional grant funds in the amount of \$3,817.00 from the National Recreation and Park Association to continue the City of Richmond's "We Matter Program" which focuses on youth that have been impacted by gun violence. The additional funds will increase the grant to \$73,817.00.

**COMMUNITY ENGAGEMENT:** NA

**STRATEGIC INITIATIVES AND OTHER GOVERNMENTAL:** N/A

**CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES:** None

**FISCAL IMPACT / COST:** The Fiscal Year 2025-2026 Special Fund Budget will increase by \$3,817.00 in the Mentoring Opportunities for Youth Initiative Special Fund for estimated revenues and expenditures.

**DESIRED EFFECTIVE DATE:** Upon adoption

**REQUESTED INTRODUCTION DATE:** November 10, 2025

**CITY COUNCIL PUBLIC HEARING DATE:** December 8, 2025

**REQUESTED AGENDA:** Consent

**RECOMMENDED COUNCIL COMMITTEE:** Finance and Economic Development

**AFFECTED AGENCIES:** Department of Parks, Recreation and Community Facilities.  
Department of Budget and Strategic Planning; Department of Finance; Department of Human Services

**RELATIONSHIP TO EXISTING ORD. OR RES.:** 2023-246

**ATTACHMENTS:** Memorandum of Understanding Amendment  
MOU between National Recreation and Park Association, Incorporated  
and City of Richmond  
NRPA award notice (email)

**STAFF:** Deborah Morton, Deputy Director, PRCF - (804-646-5714)



### **Amendment I: Extension of Project Period**

**THIS AMENDMENT ("Amendment")** is made as of the date of the last signature affixed hereto ("Effective Date") by and between the National Recreation and Park Association ("NRPA") and the City of Richmond, Virginia ("Subgrantee").

**WHEREAS** NRPA and the Subgrantee entered into the Memorandum of Understanding on October 17, 2023 the ("Agreement") as part of the Mentoring Opportunities for Youth Initiative ("Project") made possible by the support of the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention (OJJDP), Award Number **15PJDP-22-GG-03735-MENT**.

**WHEREAS** NRPA and Subgrantee wish to amend the Agreement and as set forth herein.

**NOW, THEREFORE**, in consideration of the premises and mutual covenants contained herein, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. The term of the Agreement is extended for an additional ten (10) months, and the end date of this Agreement is changed from September 30, 2025, to August 1, 2026, to complete the scope of work. There is no change to the Subgrantee's scope of work and the Subgrantee shall adhere to the terms of the Agreement dated October 17, 2023.
2. The award amount of the Agreement remains seventy-three, eight hundred and seventeen dollars (\$73,817), modified from the original award amount of seventy thousand (\$70,000) made available to the Subgrantee for the implementation of the Project. Subgrantee shall use the funds in accordance with the line items in their approved budget. It is expressly understood that this program is funded by a federal award (# 15PJDP-22-GG-03735-MENT) and is contingent upon the availability of federal funds. The remaining performance period and reimbursement schedule is outlined as follows:
  - Performance period of July 1 – September 30, 2025, report to be submitted to NRPA by October 15, 2025
  - Performance period of October 1 – December 31, 2025, report to be submitted to NRPA by January 15, 2026
  - Performance period of January 1 – March 31, 2026, report to be submitted to NRPA by April 15, 2026
  - Performance period of April 1 – May 31, 2026, report to be submitted to NRPA by June 15, 2026
  - \*All grant funds must be spent by August 1, 2026. The final financial report will be due to NRPA by August 15, 2026, and final reimbursement will occur shortly thereafter.

Upon full execution, this amendment shall be made a part of the Agreement and shall be incorporated by reference therein. Except as provided herein, all other terms and conditions of the Agreement shall remain in full force and effect. In the event of any conflict between the Agreement and this Amendment, the terms of this Amendment shall govern and control.

**IN WITNESS WHEREOF**, the parties hereto have caused this Amendment to be executed by their duly authorized signatories as of the date first above written.



NATIONAL  
RECREATION AND PARK  
ASSOCIATION

**National Recreation and Park Association**  
By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

**City of Richmond**  
By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

**Approved as to Form:**



**From:** Olivia Peterson <[opeterson@nrpa.org](mailto:opeterson@nrpa.org)>  
**Sent:** Friday, September 20, 2024 3:10 PM  
**To:** Ramos, Melanie F. - DPR <[Melanie.Ramos@rva.gov](mailto:Melanie.Ramos@rva.gov)>  
**Cc:** Maureen Neumann <[mneumann@nrpa.org](mailto:mneumann@nrpa.org)>  
**Subject:** Additional Grant Funds Budget Update - Richmond

**CAUTION:** This message is from an external sender - Do not open attachments or click links unless you recognize the sender's address and know the content is safe.

Hi Melanie,

Thanks for filling out our survey about additional grant funds. Based on the number of agencies who opted in, we can provide you with \$3,817 of additional funds bringing your total grant about to \$73,817. In order to finalize this change, please make a budget update specifying how you plan to spend these funds over the next year through September 30, 2025.

We will send this update over to our funder, OJJDP, to review and so in order to make this process go quickly so that you can use these funds sooner rather than later, please send your budget update back by **end of day next Thursday, 9/26**. I realize this is a quick turnaround so please don't hesitate to reach out if you have questions.

I am attaching your most recent budget where I have updated your grant amount to the number mentioned above. I am also attaching a sheet that shows your budgeted vs actual spending based on your reimbursement reports through our most recent period, 6/30/24, which may be helpful. Note that any unused funds from Y1 or Y2 are rolled over into Y3 but all grant funds must be used no later than 9/30/25. Anything after that date will not be reimbursed.

Please make edits to your budget showing how you'll spend the additional \$3,817. These funds can be used for allowable expenses under the DOJ Financial Guide that directly support your program goals. Some considerations could be professional development such as the National Mentoring Summit, NRPA's 2025 conference or other trainings, additional staffing costs to support your work, etc. Keep in mind that NRPA can reimburse travel costs for up to two staff members per conference.

Thank you for your continued partnership and important work supporting your community!

Sincerely,  
Olivia



**Olivia Peterson (she/her/hers)**  
Program Manager  
National Recreation and Park  
Association  
**571.223.2419** [opeterson@nrpa.org](mailto:opeterson@nrpa.org)  
[www.nrpa.org](http://www.nrpa.org)



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