

INTRODUCED: February 8, 2016

AN ORDINANCE No. 2016-017

To authorize the Chief Administrative Officer to accept funds in the amount of \$5,000.00 from the National Recreation and Park Association and to appropriate the increase to the Fiscal Year 2015-2016 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Department of Parks, Recreation and Community Facilities by \$5,000.00 for the purpose of funding healthy eating and physical activity education initiatives through the Department of Parks, Recreation and Community Facilities community centers in the city of Richmond.

Patron – Mayor Jones

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: FEB 22 2016 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 \$5,000.00 from the National Recreation and Park Association for the purpose of funding healthy eating and physical activity education initiatives through the Department of Parks, Recreation and Community Facilities community centers in the city of Richmond.

AYES: 9 NOES: 0 ABSTAIN: _____

ADOPTED: FEB 22 2016 REJECTED: _____ STRICKEN: _____

§ 2. That the funds received are hereby appropriated to the Special Fund Budget for the fiscal year commencing July 1, 2015, and ending June 30, 2016, by increasing estimated revenues by \$5,000.00, increasing the amount appropriated for expenditures by \$5,000.00 and allotting to the Department of Parks, Recreation and Community Facilities the sum of \$5,000.00 for the purpose of funding healthy eating and physical activity education initiatives through the Department of Parks, Recreation and Community Facilities community centers in the city of Richmond.

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



CITY OF RICHMOND

INTRACITY CORRESPONDENCE



O & R REQUEST

DATE: December 15, 2015

EDITION: 1

TO: The Honorable Members of City Council

THROUGH: Dwight C. Jones, Mayor *WCA*

O & R REQUEST

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

DEC 28 2015
4-4736
Chief Administration Office
City of Richmond

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

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

THROUGH: Debra D. Gardner, Deputy CAO for Human Services *DDG*

FROM: Norman C. Merrifield, Ed. D. *NW*
Director of Parks, Recreation and Community facilities

RECEIVED

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 Food Program (CACFP) after-school programs.

JAN 07 2016

OFFICE OF CITY ATTC

ORDINANCE OR RESOLUTION NO.: _____

PURPOSE: To authorize the Chief Administrative Officer to accept grant funds in the amount of \$5,000 from the National Recreation and Park Association (NRPA) and to appropriate the increase to the Department of Parks, Recreation and Community Facilities (DPRCF) Special Fund Budgets for the purpose of providing nutrition and healthy eating education, and physical activity through the DPRCF community center and Child and Adult Care Food Program (CACFP) for youth and families after school.

REASON: The award is being made by the National Recreation and Parks Association. The grant will provide additional funding which will increase nutrition and healthy eating, and physical education to children and families in low-income areas in addition to others who may participate in our programs.

RECOMMENDATION: It is recommended that this funding is appropriated to the Department of Parks, Recreation and Community Facilities Special Fund Budget FY2016.

BACKGROUND: The DPRCF has sponsored the Summer Food Service Program (SFSP) for more than 40 years and the Child and Adult Care Food Program (CACFP) for approximately 15 years. The SFSP and CACFP are the premier child nutrition service programs providing children nutrition and healthy meals and snacks outside of schools hours. The programs provided over 350,000 meals

to youth at 125 different feeding sites throughout the Richmond area in FY 2014 and 2015. SFSP feeding sites are located to ensure that every child who wants to participate is within walking distance. DPRCF sponsored CACFP's are located in four Richmond Public school sites where we operate Before-and-After School programs, and at DPRCF Community Center locations. This grant allows DPRCF to provide nutrition and healthy eating education to youth and families along with the CACFP. This grant agreements period is August 26, 2015 to December 23, 2015.

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 CACFP to provide nutrition and health and physical activities to program youth.

BUDGET AMENDMENT NECESSARY: Yes. Amends to the 2016 Special Fund Budget, Ordinance No. 2015-57-83.

REVENUE TO CITY: The City of Richmond Department of Parks, Recreation and Community Facilities will receive \$5,000 in revenue from the National Recreation and Parks Association in partnership with the National Recreation Foundation.

DESIRED EFFECTIVE DATE: Upon adoption

REQUESTED INTRODUCTION DATE: January 25, 2016

CITY COUNCIL PUBLIC HEARING DATE: February 22, 2016

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: Norman C. Merrifield, Ed. D., Director
Parks, Recreation and Community Facilities, 646-5717

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



National Recreation and Park Association

August 26, 2015

Norman C. Merrifield
Richmond Parks, Recreation & Community Facilities
1209 Admiral St.
Richmond, VA 23221

Dear Norman,

Congratulations – I am pleased to inform you that your agency has been selected to receive grant funding from the National Recreation and Park Association (NRPA) in partnership with the National Recreation Foundation. Your agency will receive grant funding in the amount of \$5,000 to support the development of NRPA's Commit to Health – Family Education initiative.

Congratulations – we look forward to working with you to develop healthy eating and physical activity resources that families will find useful at home.

The grant agreement period is August 26, 2015 to December 23, 2015. During this period, your agency is required to:

1. Provide a copy of your agency's W-9 along with this signed MOU to NRPA by **September 15, 2015**.
2. Maintain your current Commit to Health pledge with NRPA by implementing the HEPA standards in your currently pledged sites.
3. Host either a post-focus group with NRPA staff (determined by NRPA) for parents and families in your community so that NRPA can gather feedback on resources to be developed.
4. Sample and provide feedback to NRPA on test materials that are developed.
5. Participate in a conference call if requested.
6. Distribute final materials to parents and families attending your programs.
7. Complete and submit a final report to NRPA by **December 1, 2015**.

Termination for Cause: Either party shall have the right to terminate this MOU for cause if the other party (i) materially breaches its obligations and agreements hereunder, or (ii) commits and/or demonstrates gross neglect in the conduct of its duties hereunder. In addition, NRPA retains the right to terminate this MOU, upon written notice, if it determines that continued affiliation with your agency is inconsistent with its mission and/or adversely affects its reputation. In order to terminate this MOU for cause, and as a condition to exercising such right to terminate for cause, a party shall give the other party thirty (30) days' prior written notice of such intention to terminate, specifying in detail the grounds or reasons for such termination for cause. Following any notice of termination for cause, the receiving party shall be permitted a reasonable opportunity to cure such claimed cause to the reasonable satisfaction of the other party.



National Recreation and Park Association

Please acknowledge your agreement to the terms above by signing below. Upon receipt of this signed form and your agency's W-9, a check will be issued for your full grant funds.

Richmond Parks and Rec.
Name of Agency
Norman C. Merifield
Signature
NORMAN C. Merifield
Printed Name
54-6001556
EIN Number

Deborah Morton
Primary Point of Contact
deborah.morton@richmondgov.com
Email for Primary Contact
804.646.5714
Telephone for Primary Contact

Once signed, please scan and e-mail to Allison Colman, Program Manager, at acolman@nrpa.org. Please do not hesitate to contact Allison directly at (703) 858-2156 should you have any questions.

Sincerely,

Rebecca Wickline

Rebecca Wickline
Vice President, Business Development