

INTRODUCED: June 8, 2026

AN ORDINANCE No. 2026-142

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a YMCA of Greater Richmond Grant Contract between the City of Richmond and the Young Men’s Christian Association of Greater Richmond for the purpose of operating low-cost afterschool programming at six elementary schools.

\_\_\_\_\_  
Patron – Mayor Avula  
\_\_\_\_\_

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

PUBLIC HEARING: JUN 22 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 YMCA of Greater Richmond Grant Contract between the City of Richmond and the Young Men’s Christian Association of Greater Richmond for the purpose of operating low-cost afterschool programming at six elementary schools. The YMCA of Greater Richmond 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.

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_ ABSTAIN: \_\_\_\_\_

ADOPTED: \_\_\_\_\_ REJECTED: \_\_\_\_\_ STRICKEN: \_\_\_\_\_

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

# City of Richmond

## Intracity Correspondence

### O&R Transmittal

**DATE:** November 10, 2025

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

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

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

**THROUGH:** Ms. Tanikia Jackson, Deputy Chief Administrative Officer for Finance and Administration

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

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

**THROUGH:** Ms. Amy Popovich, Deputy Chief Administrative Officer for Human Services

**THROUGH:** Ms. Tiffany Ford, Director of Neighborhood and Community Services

**THROUGH:** Mr. Chris Frelke, Director of Parks, Recreation, and Community Facilities

**FROM:** Ms. Eva Colen, Senior Policy Advisor for Office of Children and Families

**RE:** FY26 Grant from PRCF to YMCA for elementary afterschool programming

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

**PURPOSE:** To authorize the Chief Administrative Officer to execute a grant contract between the City of Richmond and the Young Men’s Christian Association of Greater Richmond (“YMCA”) for the purpose of operating low-cost afterschool programming at six elementary schools administered by the School Board of the City of Richmond during School Year 2025-2026

**BACKGROUND:** In an effort to support Richmond Public Schools (RPS) students and their caregivers, the City of Richmond coordinates and supports low- and no-cost afterschool programs at all 26 elementary and seven zone middle schools in the RPS system. Middle school programming is operated by the Middle School Alliance. The City’s Department of Parks, Recreation and Community Facilities (PRCF) directly operates 20 of the elementary afterschool sites. In partnership with PRCF, the YMCA of Greater Richmond operates the remaining six elementary

afterschool sites. The attached contract reflects the partnership between PRCF and YMCA, which maintains fee parity across PRCF and YMCA programs. Thanks to the YMCA and its supporters, the total grant award is less than it would cost PRCF to operate the programs directly. In Fiscal Year 2025, this partnership was afforded through a budget amendment to increase PRCF's Out-of-School Time cost center by \$457,000.00. In Fiscal Year 2026, PRCF was appropriated \$457,000.00 to continue this partnership.

**COMMUNITY ENGAGEMENT:** None specific to this ordinance

**STRATEGIC INITIATIVES AND OTHER GOVERNMENTAL:** This investment supports the Mayor's Action Plan Thriving Families Pillar, Goal D: Connect school-age kids to high-quality activities beyond the classroom by maintaining on-site afterschool programming at all elementary schools.

**FISCAL IMPACT:** PRCF's FY26 Out-of-School time cost center will be reduced by \$457,000.00

**DESIRED EFFECTIVE DATE:** Upon adoption

**REQUESTED INTRODUCTION DATE:** June 8, 2026

**CITY COUNCIL PUBLIC HEARING DATE:** June 22, 2026

**REQUESTED AGENDA:** Consent

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

**AFFECTED AGENCIES:** PRCF; Budget & Strategic Planning; Finance

**RELATIONSHIP TO EXISTING ORD. OR RES.:** Ord. No. 2025-057

**ATTACHMENTS:** Grant contract

**STAFF:** Eva Colen; Chris Frelke

## YMCA OF GREATER RICHMOND GRANT CONTRACT

THIS GRANT 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 Young Men's Christian Association of Greater Richmond (the "YMCA"), a Virginia non-stock corporation, authorized to transact business in the Commonwealth of Virginia (the "Recipient").

### STATEMENT OF PURPOSE

- A. Section 15.2-953(A) of the 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. By Ordinance No. 2025-057, the City Council of Richmond, Virginia adopted the General Fund Budget for the fiscal year commencing July 1, 2025, and ending June 30, 2026, and appropriated funds in the amount of \$3,245,280.00 to the Out of School Time cost center in the Department of Parks, Recreation and Community Facilities ("PRCF") budget.
- C. Ordinance No. \_\_\_\_\_ adopted \_\_\_\_\_ further authorizes the City to enter into this Grant Contract providing \$457,000.00 from the PRCF budget ("Grant Funds") to the Recipient for the purpose of operating low-cost afterschool programming at six elementary schools administered by the School Board of the City of Richmond.

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:

Eva Colen  
Senior Policy Advisor and Manager, Office of Children and Families  
900 E. Broad Street, Richmond, Virginia 23219  
Eva.Colen@rva.gov  
804.646.5454

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:

Lisa Ramirez  
Chief Impact and Advocacy Officer  
YMCA of Greater Richmond  
201 W. 7th Street

SY2025-26 YMCA of Greater Richmond Grant Contract

Richmond, Virginia 23224  
ramirezl@ymcarichmond.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 Grant Funds.**

- A. The City shall pay the Grant Funds to the Recipient in one lump sum payment, with the payment due within 30 days or soon as possible following full execution of this Contract.
- B. The Recipient shall return to the City all of the Grant Funds received by the Recipient if the requirements set forth in Section 3 below are not fulfilled.

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

- A. Operate school-based afterschool programs at the following elementary schools, administered by the School Board of the City of Richmond:
  - i. Cardinal Elementary School
  - ii. Elizabeth D. Redd Elementary School
  - iii. William Fox Elementary School
  - iv. Linwood Holton Elementary School
  - v. J.L. Francis Elementary School
  - vi. Mary Munford Elementary School
- B. Match the fees for school-based afterschool programs operated by PRCF, to include financial support or fee waivers for income-eligible families;
- C. Align program planning, communication schedules, and registration/enrollment timelines with those of PRCF for their school-based afterschool programs;
- D. Operate programming on all days that Richmond Public Schools is in session for a full school day in accordance with PRCF's operating schedule; and
- E. Participate in the City's partnership with Richmond Public Schools to offer food and transportation at no cost to participating children, provided by Richmond Public Schools at no cost to the YMCA.

4. **Performance Measures.** The City will use the following performance measure 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 Grant Funds to the Recipient:
  - A. Did Recipient administer the Grant Funds in accordance with Section 3 of this Agreement?
5. **Reporting.** The Recipient shall furnish the City's point of contact with a written report on its use of the Grant Funds semi-annually by submitting Program Interim and Final Program Reports.
6. **Release, Indemnity, and Insurance.**
  - A. **Release.** The City shall not be liable for any personal injury or property damage to Recipient or its agents, contractors, employees, invitees, licensees, officers, or volunteers irrespective of how the injury or damage is caused, and Recipient hereby releases the City from any liability, real or alleged, for any personal injury or property damage to Recipient or its agents, contractors, employees, invitees, licensees, officers, or volunteers irrespective of how the injury or damage is caused. Nothing herein shall be construed as a waiver of the sovereign immunity granted to the City by the Commonwealth of Virginia statutes and case law to the extent that it applies.
  - B. **Indemnity.** Recipient shall indemnify and defend the City and its agents, contractors, employees, officers, and volunteers from and against any and all losses, liabilities, claims, damages and expenses, including court costs and reasonable attorneys' fees, caused by, resulting from, or arising out of any claim, action, or other proceeding, including any claim, action or other proceeding that is based on, arising out of, or related to (i) Recipient's breach of this Contract, (ii) the performance of any activities under this Contract; (iii) the conduct or actions of Recipient or its agents, contractors, employees, invitees, licensees, officers, or volunteers within or outside the scope of this Contract, or (iv) any error, omission, negligent act or intentional act of Recipient or its agents, contractors, employees, invitees, licensees, officers, or volunteers.
  - C. **Insurance.** The Recipient shall ensure that commercial general liability insurance with a combined limit of not less than \$1,000,000 per occurrence, insuring 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 is maintained throughout the duration of this Contract. 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.

7. **Acknowledgement of Donation.** The Recipient shall, in connection with any programs, events, or other matters funded in whole or in part with the Grant Funds, acknowledge the City of Richmond and the American Rescue Plan Act 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.
8. **Compliance Monitoring.** The City's point of contact shall monitor the Recipient's compliance with this Contract. In addition to the reports 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.
9. **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 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.
  - C. The Recipient possesses a lease, license, memorandum of understanding, or other contract or legal right allowing Recipient's use of space at the schools listed in Section 3, which schools are operated by the School Board of the City of Richmond, Virginia, for the purposes of this Contract.
10. **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.
11. **Record Retention.** The Grantee agrees to maintain all financial records, books, and relevant supporting documentation related to this grant 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 Grantee's expense to a location in the metropolitan Richmond area.

Effective as of the date first written above.

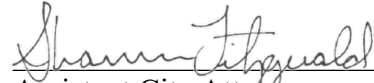
RECIPIENT:

CITY:

By: \_\_\_\_\_  
Jody Alexander  
Chief Executive Officer

By: \_\_\_\_\_  
Odie Donald  
Chief Administrative Officer

APPROVED AS TO FORM:

 4/28/2026  
Assistant City Attorney Date