



Special Meeting of the Richmond Fund for Children and Youth Oversight Board of the City of Richmond

Tuesday, December 9, 2025, | 6:00 PM
City Council Chambers | 450 Civic Center Plaza
Richmond, CA 94804

- A. Call to Order and Roll Call
- B. Agenda Review and Modifications
- C. Report from the Department
- D. Public Forum
- E. Consent Calendar:
 - E-1. APPROVE the minutes of the August 4, 2025 meeting of the RFCY Oversight Board.
- F. Oversight Board as a Whole
 - F-1. RECEIVE options from department staff on how the Oversight Board may choose to fund organizations and APPROVE a funding recommendation for selected organizations for two-year grants that shall run January 1, 2026, to December 31, 2027.
 - F-2. RECEIVE a presentation from the Richmond Department of Children and Youth on the Service Provider Working Group.
- G. Adjournment

MEETING INFORMATION

Oversight Board Members

Khalieghya Dandie-Evans
Guadalupe Enllana
Teyona Galloway
Carol Hegstrom
Madiha Qader
Stephanie Sequeira

Staff Liaisons

Patrick Seals
Guadalupe Morales
Nicholas Delgado
Kaitlen Burnom
Abdul Black

Director

LaShonda White

How to participate in Public Forum and/or speak on an agenda item in the meeting:

Public Comment via Email:

Comments can be submitted via email to youth@ci.richmond.ca.us. All comments received by 3:30 p.m. on the day of the scheduled meeting, will be provided to the Oversight Board during Public Forum or their respective agenda item, be considered a public record, and be considered before Oversight Board action. Email must contain in the subject line: **public comments – not on the agenda** or **public comments – agenda item #**. All public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted.

Speaker Registration – Public Forum: Anyone who wishes to address the Oversight Board on a topic that is not on the agenda and is relevant to the Oversight Board's purpose may file a Speaker's Request Form with Department staff PRIOR to commencement of the Public Forum portion of the meeting and will be called to address the Oversight Board during the Public Forum. The amount of time allotted to individual speakers shall be a maximum of two (2) minutes. If there are several speakers, the amount of time allowed may be modified at the Co-Chairs' discretion.

MEETING INFORMATION

Oversight Board members

Khalieghya Dandie-Evans
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Speaker Registration – Public Comment on Agenda Items: Persons wishing to comment on an item on the agenda shall file a Speaker's Request form with Department staff PRIOR to the Oversight Board's consideration of the item. Once the agenda item is announced and discussion of the agenda item begins, only those persons who have previously submitted Speaker Request Forms shall be permitted to comment on the item. Speakers will be called to address the Oversight Board when the item is announced for discussion. Each speaker will be allowed two (2) minutes to address the Oversight Board on the item(s) for which the speaker is registered.

Conduct at Meetings: Oversight Board meetings are limited public forums during which the City strives to provide an open, safe atmosphere and promote robust public debate. Members of the public, however, must comply with state law, as well as the City's laws and procedures and may not actually disrupt the orderly conduct of these meetings. The public, for example, may not shout or use amplifying devices, must submit comment cards and speak during their allotted time in order to provide public comment, may not create a physical disturbance, may not speak on matters unrelated to issues within the jurisdiction of the Oversight Board or the agenda item at hand, and may not cause immediate threats to public safety.

Accessibility for Individuals with Disabilities

Upon request, the City will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to youth@ci.richmond.ca.us or submitted by phone at (510) 620-6553. Requests will be granted whenever possible and resolved in favor of accessibility.

Regular Meeting of the Richmond Fund for Children and Youth Oversight Board of the City of Richmond



Monday, August 4, 2025
Council Chambers
440 Civic Center Plaza
Richmond, CA 94804

MINUTES

A. Call to Order and Roll Call

The meeting was called to order at 6:05 P.M. by Oversight Board Member Hegstrom

Present: Guadalupe Enllana, Carol Hegstrom, Madiha Qader, Stephanie Sequeira

Absent: 2 Absences

Vacancies: 9 Vacancies

Staff Liaison: LaShonda White, Patrick Seals, Kaitlen Burnom – Present

B. Agenda Review and Modifications

No modifications.

C. Report from the Department

Department staff presented several updates to the Oversight Board. Staff Liaison and Management Analyst Kaitlen Burnom thanked Board Members Enllana and Sequeira for attending the July session. Kaitlen shared that the August meeting will focus on internal City processes to orient pilot participants; updates will return at the December meeting.

An update was shared on Oversight Board Applications. Nine (9) applications have been received. Applications were organized for transmittal to City Council. A GIS map was shared

showing applicants by Council district. Approximately three youth applicants are included. Recruitment continues, with emphasis on youth. Staff also noted National Night Out on August 5, encouraging members to attend local events.

D. Public Forum

1. Cordell Hindler, Richmond resident provided

No further comments.

E. Consent Calendar

E-1. APPROVE the minutes of the July 7, 2025 meeting of the Richmond Fund for Children & Youth Oversight Board.

A motion was made to approve the minutes by Board member Enllana, seconded by Board Member Qader, and was approved unanimously by present boardmembers Hegstrom and Sequeira

F. Oversight Board as a whole

F-1. RECEIVE a presentation from the Richmond Department of Children and Youth on proposed uses for anticipated additional revenue and SELECT a preferred funding avenue; DIRECT staff to develop a policy framework.

Staff presented background on RFCY's 3 percent allocation of General Fund, Chevron settlement revenues, and additional \$1.275 million available this year. Three options were presented:

- 1) Fund high-scoring unfunded applicants from the prior RFP (staff recommendation)
- 2) Launch a new one-year competitive grant cycle
- 3) Board-directed alternative strategy

Oversight Board discussed timing, equity, technical assistance, and participatory grantmaking. Staff emphasized capacity constraints and flexibility for grantees to amend scopes. After discussion, all present boardmembers voted.

Motion by boardmember Enllana, seconded by boardmember Qader, to adopt Option 1 (fund high-scoring unfunded applicants from prior RFP). Motion passed 3-1.

Roll Call: Qader – Yes, Enllana – Yes, Hegstrom – Yes, Sequeira – No.

Absent: Co-chair Galloway and Co-Chair Dandie- Evans

G. Adjournment

The meeting was adjourned at 7:12 p.m.

Staff Liaison

Approved:

Khalieghya Dandie-Evans, Co-Chair

Teyona Galloway, Co-Chair



AGENDA REPORT

Department of Children and Youth

DATE: December 9, 2025

TO: Members of the Richmond Fund for Children and Youth Oversight Board

FROM: Patrick Seals, Administrative Chief
Jora Atienza Washington, Senior Management Analyst
Guadalupe Morales, Associate Management Analyst
Kaitlen Burnom, Management Analyst

SUBJECT: RECOMMENDATION ON GRANTS TO SPEND ADDITIONAL REVENUE
RECEIVED BY THE DEPARTMENT OF CHILDREN AND YOUTH

RECOMMENDED ACTION:

RECEIVE options from department staff on how the Oversight Board may choose to fund organizations and APPROVE a funding recommendation for selected organizations for two-year grants that shall run January 1, 2026, to December 31, 2027.

FINANCIAL IMPACT OF RECOMMENDATION:

The decision will direct staff to construct a policy framework on how to best spend an additional \$1,275,000 annually.

DISCUSSION:

Background

Since its inception, the Department of Children and Youth has steadily increased its share of the City's General Fund, reflecting the City's growing investment in programs that support young people. In Fiscal Year (FY) 2021–22, the Department received one percent of the General Fund, which increased to two percent in FY 2022–23 and then three percent in FY 2023–24.

These allocations are:

- Allocates 85 percent for community-based organizations through competitive grantmaking
- Allocates 15 percent for departmental operations
 - Allocates 10 percent for administrative costs

- Allocates 5 percent for evaluation activities to ensure that the Fund is achieving its goals in an effective and equitable manner

Currently, the Department is managing 37 active grants through contracts with 36 organizations, covering the period from January 1, 2025, to December 31, 2027. These organizations were recommended for funding via the Oversight Board on November 19, 2024, and approved by the Richmond City Council on December 3,

The Department has now received an additional \$1.5 million in General Fund revenue for the next two fiscal years. In alignment with our standard allocation model, 85 percent of this amount, approximately \$1.275 million, must be distributed through new grants to eligible organizations. This new funding presents an opportunity to expand our reach and impact over the next two years.

At the previous Oversight Board meeting on August 4, 2025, Department staff presented the Oversight Board with three potential funding approaches for the newly available General Fund revenue:

- Allocating funds to the next eligible applicants from the FY 2025–27 grant cycle
- Creating a new two-year grant program
- Developing an entirely new funding strategy to guide allocations

After deliberation, the Oversight Board voted in favor of pursuing the first option, funding the next eligible applicants.

Option 1: Staff recommends funding eight (8) specific organizations. These organizations were identified in alignment with the Board’s original direction to distribute funds broadly across multiple agencies. Staff analyzed the pool of eligible organizations and selected those that have not previously received a grant, achieved high evaluation scores, and fit within the allotted budget for the new contracts. This approach balances fairness, performance, and adherence to fiscal constraints. These organizations are:

Core Need 1:

- Richmond Community Foundation for \$195,915
- Seneca Family of Agencies for \$200,000
 - **Total addition to Core Need 1: \$395,915**

Core Need 2:

- Rosie the Riveter Trust for \$167,976
- West County Mandarin School for \$83,270
 - **Total addition to Core Need 2: \$251,246**

Core Need 3:

- Aspire Education for \$90,000
- Oakland Technology & Education Center for \$80,000
 - **Total addition to Core Need 3: \$170,000**

Core Need 4:

- West County Salesian Youth Club for \$200,000
- Hope Solutions for \$200,000
 - **Total addition to Core Need 4: \$400,000**

Total per calendar year: \$1,217,161

Option 2: Another option would be to fund the next eight (8) organizations by selecting two from each of the identified core needs. While this method ensures an even distribution across categories, it would result in one organization receiving multiple grants. This outcome would be inconsistent with the Board’s original intent to maximize the reach of funding by supporting a broader range of organizations.

Option 3: A final option would be for the Oversight Board to directly select which organizations to fund from the eligible pool. This would provide the Board with maximum discretion in determining funding allocations, though it may require additional deliberation to balance fairness, need, and alignment with the original funding plan.

Next Steps:

Adopt a funding option and recommend the selected organizations for funding to the City Council

Attachments:

1 – Score Matrix



CORE NEED 1 SCORES

Sum of Total Scores	Avg. Score (100)	Overall Rankings			Overall Rankings		
		Rank	Organization	Requested	Rank	Organization	Requested
300	80	17	Bay Area Girls Club - ** E	50,000	1	Desarrollo Familiar - ** S	200,000
330.6	87.65	11	Black Neighborhood - **E	60,000	2	City of Richmond, Office of Neighborhood Safety - **C	300,000
360.5	90.125	9	Bay Area Community Resources - S	200,000	3	Greater Richmond Interfaith Program - ** C	300,000
320.8	80.2	16	Black Girls Mental Health Collective Foundation - C	300,000	4	West Contra Costa Unified School District - *C	300,000
374.2	93.55	5	Child Abuse Prevention Council - S	51,200	5	Child Abuse Prevention Council - S	51,200
287.5	100.83	2	City of Richmond, Office of Neighborhood Safety - **C	300,000	6	Contra Costa Family Justice Alliance - **S	200,000
232.5	82.5	14	City of Richmond, Community Crisis Response Center - ** C	300,000	7	Mindful Life Project - **S	150,000
231	82	15	CoBiz - **C	240,000	8	Latina Center - **C	200,000
346.7	91.675	6	Contra Costa Family Justice Alliance - **S	200,000	9	Bay Area Community Resources - S	200,000
384.3	101.075	1	Desarrollo Familiar - ** S	200,000	10	Richmond Community Foundation - **S	195,915
375	98.75	3	Greater Richmond Interfaith Program - ** C	300,000	11	Black Neighborhood - **E	60,000
362.2	90.55	8	Latina Center - **C	200,000	12	Seneca Family of Agencies - S	200,000
346	91.5	7	Mindful Life Project - **S	150,000	13	Oakland Natives Give Back Fund - **E	300,000
320.5	85.125	13	Oakland Natives Give Back Fund - **E	300,000	14	City of Richmond, Community Crisis Response Center - ** C	300,000
337.7	89.425	10	Richmond Community Foundation - **S	195,915	15	CoBiz - **C	240,000
346	86.5	12	Seneca Family of Agencies - S	200,000	16	Black Girls Mental Health Collective Foundation - C	300,000
358	94.5	4	West Contra Costa Unified School District - *C	300,000	17	Bay Area Girls Club - ** E	50,000

CORE NEED 2 SCORES

Sum of Total Scores	Avg. Score (100)	Overall Rankings			Overall Rankings		
		Rank	Organization	Requested	Rank	Organization	Requested
276	74.00	17	Richmond Steelers* (E)	0	1	YES Nature to Neighborhoods* (S)	\$199,974.00
371	92.75	7	18 Reasons	0	2	Pogo Park* (S)	\$200,000.00
328	87.00	12	City of Richmond, Recreation Dept.* (C)	0	3	Summer Search* (S)	\$50,000.00
301	80.25	15	Ephesians Community Development Cente* (S)	0	4	Greater Richmond Interfaith Program* (S)	\$200,000.00
363	95.75	4	Greater Richmond Interfaith Program* (S)	0	5	Growing Together, Bay Area (S)	\$190,840.00
382	95.50	5	Growing Together, Bay Area (S)	0	6	Project Avary (S)	\$200,000.00
307	76.75	16	LifeLong Medical Care (S)	0	7	18 Reasons	\$200,000.00
348	87.00	13	Playworks Northern California (S)	0	8	Richmond Outdoors Coalition* (C)	\$300,000.00
368	97.00	2	Pogo Park* (S)	0	9	Rosie the Riveter Trust* (C)	\$167,976.00
379	94.75	6	Project Avary (S)	0	10	West Contra Costa Unified School District Office of Ex	\$213,319.00
343	90.75	8	Richmond Outdoors Coalition* (C)	0	11	West County Mandarin School (S)	\$83,270.00
330	82.50	14	Richmond Promise (C)	0	12	City of Richmond, Recreation Dept.* (C)	\$300,000.00
360	90.00	9	Rosie the Riveter Trust* (C)	0	13	Playworks Northern California (S)	\$62,000.00
276	97.00	3	Summer Search* (S)	0	14	Richmond Promise (C)	\$181,000.00
340	90.00	10	West Contra Costa Unified School District Office of Ex	0	15	Ephesians Community Development Cente* (S)	\$85,000.00
353	89.25	11	West County Mandarin School (S)	0	16	LifeLong Medical Care (S)	\$200,000.00
391	102.75	1	YES Nature to Neighborhoods* (S)	0	17	Richmond Steelers* (E)	\$10,000.00



CORE NEED 3 SCORES

Sum of Total Scores	Avg. Score (100)
439.4	87.88
364.7	77.94
471.6	94.32
452.1	95.42
408.4	81.68
456.5	91.30
472.2	94.44
416.2	83.24
406.5	86.30
344.4	73.88
465.8	98.16
463.7	97.74
444.9	88.98
467.8	93.56
396.3	79.26
433.4	86.68
473.2	99.64
472.5	99.50
466.5	98.30
393.7	83.74
489.8	102.96
401.5	80.30
394.1	83.82
462.7	97.54
451.3	95.26
449.5	94.90
449.1	94.82
473.6	99.72
431.6	86.32
468.5	98.70
426.3	90.26
449.8	94.96
412.8	87.56
426.2	5.00
426	85.20

Overall Rankings		
Rank	Organization	Requested
21	Berkeley Baby Book Project - E	44,275
33	Keyz 2 the Future - ** E	50,000
16	Oakland Technology & Education Center - E	80,000
10	Things That Creep - ** E	100,000
30	Able Community Development Foundation - ** C	184,645
18	Aim High for High School - S	200,000
15	Aspire Education - S	90,000
29	Be A Mentor - S	200,000
25	Bridges from School to Work - ** S	100,000
34	Bright Futures Growth and Development Center - **S	200,000
7	City of Richmond, Recreation Dept - ** S	300,000
8	City of Richmond, Employment & Training - **C	300,000
20	College is Real - S	200,000
17	Community Education Partnerships - S	175,000
32	Contra Costa College Foundation - S	94,000
23	D.R.E.A.M. Financial Academy - S	50,000
3	East Bay Center for the Performing Arts - **C	300,000
4	Ed Fund - Richmond Freedom School - **S	200,000
6	Fresh Approach - S	200,000
28	Healthy Contra Costa - **C	165,647
1	Hidden Genius Project - **S	200,000
31	High Expectations Consulting - C	300,000
27	Improve Your Tomorrow - **S	200,000
9	Practice Space - **S	200,000
11	Richmond Promise - **C	218,475
13	Richmond Public Library - **S	200,000
14	Rosie the Riveter Trust - **S	84,950
2	RYSE - **S	200,000
24	Scientific Adventures for Girls - S	100,000
5	Watershed Project (NGSS) - **S	125,000
19	Watershed Project - **S	300,000
12	West Contra Costa Unified School District - **C	300,000
22	West Contra Costa Unified School District College & Career De	300,000
35	YMCA of the East Bay - **S	150,000
26	Young Womens Freedom Center - S	67,000

Overall Rankings		
Rank	Organization	Requested
1	Hidden Genius Project - **S	200,000
2	RYSE - **S	200,000
3	East Bay Center for the Performing Arts - **C	300,000
4	Ed Fund - Richmond Freedom School - **S	200,000
5	Watershed Project (NGSS) - **S	125,000
6	Fresh Approach - S	200,000
7	City of Richmond, Recreation Dept - ** S	300,000
8	City of Richmond, Employment & Training - **C	300,000
9	Practice Space - **S	200,000
10	Things That Creep - ** E	100,000
11	Richmond Promise - **C	218,475
12	West Contra Costa Unified School District - **C	300,000
13	Richmond Public Library - **S	200,000
14	Rosie the Riveter Trust - **S	84,950
15	Aspire Education - S	90,000
16	Oakland Technology & Education Center - E	80,000
17	Community Education Partnerships - S	175,000
18	Aim High for High School - S	200,000
19	Watershed Project - **S	300,000
20	College is Real - S	200,000
21	Berkeley Baby Book Project - E	44,275
22	West Contra Costa Unified School District College & Career De	300,000
23	D.R.E.A.M. Financial Academy - S	50,000
24	Scientific Adventures for Girls - S	100,000
25	Bridges from School to Work - ** S	100,000
26	Young Womens Freedom Center - S	67,000
27	Improve Your Tomorrow - **S	200,000
28	Healthy Contra Costa - **C	165,647
29	Be A Mentor - S	200,000
30	Able Community Development Foundation - ** C	184,645
31	High Expectations Consulting - C	300,000
32	Contra Costa College Foundation - S	94,000
33	Keyz 2 the Future - ** E	50,000
34	Bright Futures Growth and Development Center - **S	200,000
35	YMCA of the East Bay - **S	150,000

CORE NEED 4 SCORES

Sum of Total Scores	Avg. Score (100)
610.6	92.23
463.5	82.25
628	89.71
287	46.00
659.2	99.17
598.5	90.50
484.6	80.77
585.8	88.69
659.5	99.21
612.4	92.49
564.8	85.69

Overall Rankings		
Rank	Organization	Requested
4	Motivated 2 Help Others* (E)	0
9	Touch of New Life* (E)	0
6	Big Brothers Big Sisters Bay Area (S)	0
11	Bright Futures Growth & Development Center*(C)	0
2	East Bay Center for the Performing Arts* (C)	0
5	Fresh Lifelines for Youth* (S)	0
10	Hope Solutions (S)	0
7	Nurturing Independence through Artistic Development* (S)	0
1	Richmond High School Music Department* (C)	0
3	Summer Search* (S)	0
8	West County Salesian Youth Club* (S)	0

Overall Rankings		
Rank	Organization	Requested
1	Richmond High School Music Department* (C)	\$300,000.00
2	East Bay Center for the Performing Arts* (C)	\$300,000.00
3	Summer Search* (S)	\$173,000.00
4	Motivated 2 Help Others* (E)	\$26,349.18
5	Fresh Lifelines for Youth* (S)	\$101,790.00
6	Big Brothers Big Sisters Bay Area (S)	\$60,000.00
7	Nurturing Independence through Artistic Development* (S)	\$58,556.00
8	West County Salesian Youth Club* (S)	\$200,000.00
9	Touch of New Life* (E)	\$66,000.00
10	Hope Solutions (S)	\$200,000.00
11	Bright Futures Growth & Development Center*(C)	\$300,000.00



AGENDA REPORT

**Department of
Children and Youth**

DATE: December 9, 2025

TO: Members of the Richmond Fund for Children and Youth Oversight Board

FROM: Patrick Seals, Administrative Chief
Jora Atienza Washington, Senior Management Analyst
Kaitlen Burnom, Management Analyst

SUBJECT: RICHMOND DEPARTMENT FOR CHILDREN AND YOUTH PARTICIPATORY
GRANTMAKING PROJECT

RECOMMENDED ACTION:

RECEIVE a presentation on the Richmond Department of Children and Youth Participatory Grantmaking Project

FINANCIAL IMPACT OF RECOMMENDATION:

There is no financial impact.

DISCUSSION:

Background

The Department of Children and Youth has been actively collaborating with the West Contra Costa Public Education Fund (Ed Fund) to engage with Richmond service providers to reimagine and recommend a grant opportunity within the Department of Children and Youth. The goal of this Participatory Grantmaking (PG) Focus Group is to explore and pilot strategies that shift aspects of grantmaking decision-making power to community stakeholders, particularly those with lived experience and frontline knowledge of youth needs. Since June, the PG group meetings have become a collective space for discussion and design.

Participants in the PG group have provided guidance on grant criteria, review processes, and potential models for community-led or shared decision-making. Their work will inform the PG pilot that the Department plans to introduce in the FY26-27 funding cycle. Although there are no major changes from the previous RFCY FY25-27 grant cycle, the group focused on ways to make the forthcoming grant process simple, and more accessible to smaller organizations.