



Richmond Fund for Children and Youth

Strategic Investment Plan

Fiscal Years 2021 - 2024



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Executive Summary

On June 5, 2018, Richmond voters approved Measures E and K, known as the Richmond Kids First Initiative, which approved a City of Richmond charter amendment (Article 15). The Charter Amendment (1) required the creation of a Department of Children and Youth (Department), (2) provided for increased and dedicated funding for youth programs and services through the establishment of the Richmond Fund for Children and Youth (Fund), (3) established a 15-member Oversight Board to oversee the Fund, and (4) required the development of a community needs assessment that would inform a three-year Strategic Investment Plan which will guide a “fair and open” grant-making process.

Community Needs Assessment

The Community Needs Assessment (CNA) and Strategic Investment Planning (SIP) process formally began in February of 2020, and in March 2020, the City selected Hatchuel Tabernik and Associates (HTA) to assist in this effort. This effort built upon the foundations laid by staff who had worked for months to build the new Department and its essential infrastructure.

The Department initiated a needs assessment process that sought to honor community voice and include a diverse range of youth and adults in order to develop a comprehensive, equitable investment plan that reflects community vision. This CNA work had been planned as an intensely interactive process with strong community-based interaction and hands-on engagement. The Department and HTA had to pivot from best practices in face-to-face community engagement and planning to community planning in online virtual spaces. Service providers, Department staff and HTA partnered to co-create the assessment, recruit participants, and engage the community in a series of virtual focus groups, listening sessions, and forums as part of the CNA process.

In order to develop the CNA and inform the SIP to understand the strengths and gaps in services for youth and their families, the following guiding learning questions were developed to focus the CNA effort.

- What is working? What are the key assets for children, youth, and their families in Richmond and North Richmond?
- How are resources and services that support youth currently dispersed? What are the gaps?
- What are the barriers to accessing current and future services?
- What resources do families in Richmond and North Richmond need to thrive?
- Which families need these resources the most?
- What are the needs of the most hard-to-reach groups?

The Community Needs Assessment process provided an overview of current data and findings related to children, youth, and their families in Richmond. Community input was gathered through focus groups and interviews with youth and providers, surveys, forums, and the review of multiple reports and secondary data resources. Participants in the Community Needs Assessment were offered

multiple opportunities to weigh in, responding to questions regarding their thinking on where the greatest need was, and what kind of programming would be most valuable in each issue area.

Strategic Investment Plan: Priority Areas, Strategies, and Allocations

Based on the information collected from diverse sources, six areas were identified as priorities, albeit recognizing that there was significant overlap in these conceptual categories. Finally, programmatic strategies were attached to each of the priority areas. Priorities were identified by synthesizing these data sources and surfacing issues that were raised across multiple groups and subgroups and within the framework of the legislation informing the Richmond Kids First Initiative.

The six priority areas were then assigned a percentage allocation based on considerations of the urgency of the need and potential for equity impact. The priority areas are as follows along with the allocations.

PRIORITY AREAS	% ALLOCATION
1. Behavioral Health: Mental Health and Wellness	20%
2. Education Support and Employment/Training Support	20%
3. Out-of-school Time, After-school, Sports and Enrichment	20%
4. Youth Violence Prevention	20%
5. Access to Basic Needs	10%
6. Information, Guidance and Case Management	10%

The Strategic Investment Plan builds on the priority areas identified through the Community Needs Assessment and focuses on a range of related strategic investment opportunities in each priority area. This plan will guide the Department's grant cycle between 2021 and 2024. The first round of grant funding for Fiscal Year 2021-2022 (July 1, 2021 – June 30, 2022) is estimated to total approximately \$1.5 million. Estimated funding is approximate for the strategy areas. The available funds for grants in years two and three will increase based on the funding allocations outlined in the Charter.

Introduction

Richmond Fund for Children and Youth (Fund)

On June 5, 2018, Richmond voters approved Measures E and K, known as the Richmond Kids First Initiative, which approved a City of Richmond charter amendment (Article 15) to create a Department and Fund of Children and Youth, require that a portion of the General Fund be set aside to fund youth programs and services, establish a 15-member Oversight Board, conduct a Community Needs Assessment (CNA), and develop a three-year Strategic Investment Plan (SIP) which guides a 3-year grant-making process.

Per the ballot measure's Statement of Purpose, "Children, youth and young adults under the age of 24 comprise approximately 35% of the City of Richmond's overall population, and young people in Richmond experience extremely high rates of violence, trauma, poor health and social outcomes, and stress." The Richmond Fund for Children and Youth was set up to provide a dedicated funding source to help address some of the issues facing Richmond's young people.

Richmond and North Richmond's children and young people demand consistent and equitable access to healthy, safe, supportive, and inspiring environments at home and in community to foster their learning, growth, empowerment, and fulfillment. The Richmond Fund for Children and Youth focuses on community-based initiatives and interventions that improve the community institutions and environments that our children and young people interact with and navigate daily.

As stated in the Charter of the City of Richmond - Article 15 Section 2, the Fund will be maintained separate and apart from all other City funds and shall be appropriated annually at the time of the City's budget adoption. The City of Richmond is required to set aside a portion of the annual actual unrestricted general purpose revenues of the City to be transferred in the amounts specified below:

- For Fiscal Year 2021-2022, set aside for the Fund is an amount equal to one percent (1%) of the City's annual actual unrestricted general purpose revenues
- For Fiscal Year 2022-2023, set aside for the Fund is an amount equal to two percent (2%) of the City's annual actual unrestricted general purpose revenues
- For Fiscal Year 2023-2024, and each fiscal year thereafter through Fiscal Year 2027-2028, set aside for the Fund is an amount equal to three percent (3%) of the City's annual actual unrestricted general purpose revenues

Goals of the Richmond Fund for Children and Youth

Per the Charter, the Fund will support services for young people that fulfill the following goals:

- To ensure that Richmond's children, youth, and young adults are physically, emotionally, mentally, and socially healthy, educated, successful in school, and live in stable safe and supported families and communities
- To increase safety for children, youth, young adults, their parents/guardians, families and the communities in which they live by preventing problems and enhancing the strengths of children, youth, young adults and their families

- To ensure young people are provided with gender responsive, trauma-informed, population specific and culturally competent services
- To strengthen collaboration among public agencies and community-based organizations around shared outcomes among all service providers for children, youth, young adults and their parents/guardians
- To ensure an equitable distribution of resources to all of Richmond's young people in recognition of the importance of investment in their futures from birth through young adulthood
- To fill gaps in services and leverage other resources whenever feasible

The Fund will prioritize Richmond and North Richmond children (ages 0-12); youth (ages 13 to 17) and disconnected young adults (ages 18-24) who are most impacted by harm, inequity and lack of access to support services. The priority populations include but are not limited to:

- System involved young people
- Young people who have been pushed out-of-school
- Young people who themselves are homeless, or whose families are homeless or threatened by homelessness
- Young people living in poverty; immigrant and undocumented children, youth, and families
- LGBTQ children, youth, and families
- Teen parents and families, including single mothers; young people with poor physical, mental, emotional, and behavioral health outcomes, and children with disabilities
- Families with children and youth who are impacted by the criminal justice system and /or who have family members who are incarcerated; and/ or are involved in or transitioning from the foster care, juvenile justice, criminal justice, or special education systems

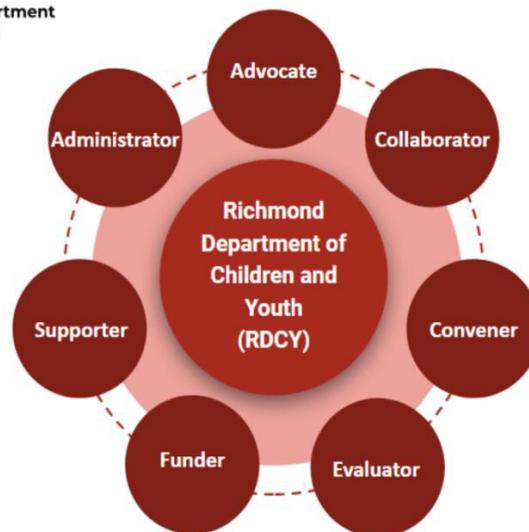
Richmond Department of Children and Youth (Department)

The purpose of the Department is to facilitate the allocation of funds for youth-serving organizations by administering an open and fair application process that is in compliance with the policies adopted by the Oversight Board. Furthermore, the Department supports the Oversight Board in the development of a Strategic Investment Plan and conducts a community needs assessment.

The roles and responsibilities of the Department include but are not limited to:

- Administrator: Administering the grant program in alignment with Measures E & K and Oversight Board direction
- Advocate: Working to advocate for services and adequate funding for children and youth supported by this Fund
- Collaborator: Collaborating with various governmental, faith-based, community-based organizations, and philanthropy to support work in the community and ensure that children and youth needs are met
- Convener: Holding space for City interdepartmental meetings, as well as cross-entity meetings to discuss service delivery, opportunities for collaboration, etc.
- Evaluator: Developing and implementing a process to evaluate and/or support the evaluation of grantees, the grant process, collaborative work with other entities, and the program. The Department will help collect and analyze meaningful data and use the evaluation process to document the collective impact of the Fund.
- Funder: Developing and administering the grant program in alignment with the Community Needs Assessment and Strategic Investment Plan
- Supporter: Providing support to the Oversight Board (e.g., assist with recruitment, retention, development, training, agenda setting, meeting facilitation, etc.)

Department Roles



Richmond Fund for Children and Youth Oversight Board (Oversight Board)

The purpose of the Oversight Board is to help guide funding for youth-serving organizations by developing policies, monitoring, and ensuring that the Fund is managed in a manner accountable to the community. Oversight of the Fund is provided by a fifteen-member Oversight Board composed of adults and youth appointed by the Mayor and City Council. The members of the Oversight Board have been carefully chosen to represent Richmond and North Richmond's diverse geographic communities.

Board members are responsible for overseeing the annual grant-making process of the Fund, monitoring the Department to ensure it operates in the best interests of the community, developing a Strategic Investment Plan every three (3) years, and facilitating an annual evaluation of the Fund and funded programs. The Oversight Board will ensure the highest standards of care and transparency between the community and Department.

Service Providers Working Group

The Service Provider Working Group, which consists of representatives from both public agencies and community-based organizations, engages a broad cross-section of service providers to provide input to the Oversight Board and is open to all those who provide services to children, youth, young adults, and their families in Richmond and North Richmond.

The Service Provider Working Group provides input to the Oversight Board on community engagement and data collection, and uses their expertise and knowledge of the Richmond and North Richmond community to serve as subject matter experts to both the Board and Department. The Service Provider Working Group also provides feedback on various Department-related documents and any issues of concern relating to the Department and Fund.

Process and Methodology

The City of Richmond's Department of Children and Youth initiated a needs assessment and strategic planning process in 2020 that sought to honor community voice, include a diverse range of youth and adults in order to develop a comprehensive, equitable investment plan that reflects community vision. The City has committed to guiding principles for creating both the Community Needs Assessment and the Strategic Investment Plan, as follows:



Learning Questions

Guiding learning questions were developed to focus the CNA effort.

- What is working? What are the key assets for children, youth, and their families in Richmond and North Richmond?
- How are resources and services that support youth currently dispersed? What are the gaps?
- What are the barriers to accessing current and future services?
- What resources do families in Richmond and North Richmond need to thrive?
- Which families need these resources the most?
- What are the needs of the most hard-to-reach groups?

Community Needs Assessment: Engagement in the Midst of a Pandemic

The Community Needs Assessment and Strategic Investment Planning process formally began in February of 2020. At this point, the City began to formally plan the assessment process with the assistance of consultants from Hatchuel Tabernik and Associates (HTA). This effort built upon the foundations laid by Department staff who had worked for months to build the new Department and its essential infrastructure.

It is notable that on March 16, 2020, Contra Costa County issued an order for residents to shelter-in-place at their residence in response to the rising numbers of COVID-19 infections and hospitalizations. On March 17, 2020, the State of California also issued a shelter-in-place order. What followed was an unprecedented shift in the way people, community-based organizations (CBOs), and public entities conducted their daily work, engaged with the public and colleagues, and communicated. For the needs assessment process, this meant that the planning work continued but meetings normally conducted face-to-face could not be conducted in that manner. Many participants were able to continue working from their homes. Others were considered essential workers and were expected to continue going to their regular workplaces. In order to adjust the CNA to meet the requirements of social distancing, we engaged the public using live video platforms which most groups became adept at using fairly quickly. The CNA team was able to conduct complex meetings with breakout groups, interactive discussion, shared presentations, conversations, and multiple forms of shared on-demand data visualization and media such as word clouds and virtual white boards.

This CNA work had been planned as an intensely interactive process with strong community-based and hands-on engagement. The Department and HTA had to pivot from best practices in face-to-face community engagement and planning to community planning in online virtual spaces. Service providers, the Department and HTA partnered to co-create the assessment, recruit participants, and engage the community in a series of virtual focus groups, listening sessions, and forums as part of the CNA process.

Working with Community to Include Multiple Voices

Co-Design and Building on Existing Work

Consultants engaged service providers, including the CBO community and public agencies, early on with a virtual co-design process that allowed the CNA to be tailored to the community's values and culture of inquiry at the same time that the pivot to virtual engagement while shelter in place orders were in effect. CBOs and public agency service providers shared invaluable insight for the City staff and HTA that was incorporated into the CNA design and implementation.

The City of Richmond, community-based organizations, public agencies, and other stakeholders have done a great deal of work in Richmond and North Richmond for many years, and there are multiple reports, assessments, transcripts, and data sets that were reviewed for the CNA. The CNA built on the work that was already done in the community. The CNA design has worked to reduce redundancy while ensuring that due diligence has been applied for the Department.

Community Engagement, Data Collection, and Analysis

Secondary Quantitative Data Analysis

The CNA data collection began with secondary data related to the priorities of the Richmond Kids First Initiative and the learning questions. The project sought to build on existing resources gathering and analyzing quantitative data from a variety of secondary sources and reviewing existing analysis and reports. As described below, this data was combined with qualitative data gathered by the Department and HTA, some of which was presented to the community during a series of forums.

Key Stakeholder Interviews

We conducted key stakeholder interviews early on to help shape and inform the process and to deepen understanding of issue areas. Key Stakeholders included community leaders, program experts, and agency leads with experience serving youth in the community, as well as individuals from priority populations.

Community Focus Groups and Community Listening

Community focus groups and small group listening sessions were incorporated as key components of the assessment. We used these sessions to gather qualitative data directly from groups that are representative of priority populations among local youth, their families, providers, and others. The focus groups drilled down into the themes emerging from the assessment, providing insight from the group interactions and feedback. Stakeholders assisted with moderating these groups and partnered with the CNA team to identify participants and support logistics. Through this process, the Department was able to hear from 73 stakeholders.

Focus Groups
Asian Youth
Black Youth
Parents and Guardians of Children
Latinx Youth
LGBTQ+ Youth
Justice System-Involved Youth
Immigrant Youth
Youth with Foster Care Experience: Transitional Age & Emancipated Youth

Community Surveys

The needs assessment included a survey that gathered input from 114 youth and their parents and guardians. The survey was brief, digital, and sought to reach a broader subset of individual children, youth and their parents and guardians. The survey's aim was to gather input on strengths, needs, and preferences regarding services and programs.

The Department also gathered over 650 surveys through a partnership between UC Berkeley's Y-PLAN's (Youth – Plan, Learn, Act, Now) project and West Contra Contra Unified School District's (WCCUSD) Kennedy High School during the 2019-20 school year. Through Y-PLAN, which is an action research initiative that engages young people to tackle real-world problems in their communities through project-based civic learning experiences, the Department served as a client for 60 12th grade Information Technology Academy (ITA) students at Kennedy High School.

Community Forums: Refining Assets and Gaps Analysis and Making Meaning

As part of our analysis, we worked with stakeholders to conduct four Community Forums that were accessible online to participants across Richmond and North Richmond. Participants were asked to identify the greatest needs of Richmond children, youth, and their families and to prioritize resources areas. Over 57 individuals attended the forums.

Quantitative and Qualitative Analysis and Identification of Priorities

All of the quantitative and qualitative data collected in questionnaires/surveys, interviews, focus groups and listening sessions was analyzed and synthesized. Information from participants was prioritized and focus group conversations, forum comments, and input via surveys and feedback forms was coded and cross referenced with existing data reports and quantitative analyses. Information of particular relevance can be found in the Community Needs Assessment Report.

Themes emerging from multiple data sources were identified. Participants in the Community Needs Assessment were offered multiple opportunities to weigh in, responding to questions regarding their thinking on where the greatest need was, what kind of programming would be most valuable in each issue area, and so on. Six areas were identified as priorities with this information, albeit recognizing that there was significant overlap in these conceptual categories. Finally, programmatic strategies were attached to each of the priority areas. These programmatic strategies were developed from qualitative feedback provided throughout the Community Needs Assessment process as well as from meetings with the Service Providers Working Group.

Priority Areas for Investment

Allocation to Priority Areas and Strategies

The Community Needs Assessment process provided an overview of current data and findings related to children, youth, and their families in Richmond, and North Richmond, California – specifically as related to the focus of the Richmond Fund for Children and Youth. The Community Needs Assessment identified six priority areas for investment. Community input was gathered through focus groups and interviews with youth and providers, surveys, forums, and the review of multiple reports and secondary data resources. Priorities were identified by synthesizing these data sources and surfacing issues that were raised across multiple groups and subgroups and within the framework of the legislation informing the Richmond Kids First Initiative.

The six priorities areas, not listed in order of importance, were then assigned a percentage allocation based on considerations of the urgency of the need and potential for equity impact. The priority areas are as follows and include the allocation.

PRIORITY AREAS	% ALLOCATION
1. Behavioral Health: Mental Health and Wellness	20%
2. Education Support and Employment/Training Support	20%
3. Out of School Time, Afterschool, Sports and Enrichment	20%
4. Youth Violence Prevention	20%
5. Access to Basic Needs	10%
6. Information, Guidance and Case Management	10%

This plan will guide the Department’s grant cycle between 2021 and 2024. The first round of grant funding for Fiscal Year 2021-2022 (July 1, 2021 – June 30, 2022) is estimated to total approximately \$1.5 million (based on the City’s Fiscal Year 2020-21 revenue amounts). Estimated funding is approximate for the strategy areas. The available funds for grant awards in years two and three of the SIP will increase based on the funding allocations outlined in the Charter.

Once grant award decisions are finalized, the allocation amounts, as shown above, may vary slightly depending upon the type and number of grant applications submitted and grants awarded in each priority area. Also, it is important to note that per the Charter, any change in an approved SIP, which could include the priority areas and allocations, shall be based on the community needs assessment and input from the community.

Cross-Strategy Approaches

This plan provides further information related to these priorities and begins to detail options regarding programming, approaches and populations that will benefit from investment. There were also several approaches identified related to programming that could cross several of the six inter-related areas identified above. These cross-cutting approaches include but are not limited to:

- Trauma informed programming
- Healing
- Caring adults participating in the lives of youth
- Trusting relationships with providers
- Meeting children and youth where they are (e.g. school or neighborhood)
- “Push in” supports rather than “opt in” supports for those hard to reach (e.g. reaching out to our most marginalized students)
- Valuing and recognizing identity while building belonging
- Staffing programs with individuals with lived experience or cultural fluency who can effectively engage youth – “Gave staff who can not only represent a culture but can be restorative and beneficial to the culture”
- Providing culturally competent programming and services which reflect the diversity of Richmond and North Richmond
- Improving translation and language equity
- Improving access by robustly sharing information out to the community
- Equity in place
- Including and valuing youth voice in the design and implementation of programming

There are numerous options for programmatic strategies identified under each priority. Realistically, it is likely that not all of these programmatic strategies will be put forward and that not all of them could be funded in this initial year of the Fund. The staff of the Richmond Department of Children and Youth is committed to using an equity perspective in its grant programs to ensure that the Richmond Fund for Children and Youth fills gaps in services, provides resources to those populations that have been identified as under-resourced, and strategically contributes to meaningful results for children and youth.

Priority 1: Support Behavioral Health: Mental Health and Wellness for Children and Youth

Mental Health and wellness for Richmond and North Richmond children and youth clearly stood out in the Community Needs Assessment. The community has identified stress and trauma as an issue for children and youth in the community. Given the many health stressors in the community, there are children at risk of mental health and developmental impact given their exposure to “adverse childhood experiences.” At the same time, youth express that they have experienced depression. Programs that support mental health and wellness and that address mental health needs will help Richmond and North Richmond children and youth to thrive. Included in this priority is mental health education which will be targeted toward reducing stigma and increasing understanding of mental health and wellness issues.

The issue of mental health and well-being was a concern across all of the focus groups that were conducted. This is particularly true for Black and Latinx residents who are disproportionately exposed to violence leading to long term impacts on health and well-being. Trauma-informed programming, as well as mental health programs, emerged as a significant need for children, youth, and families along with the need for that programming to consider the rich diversity of residents many of whom have are experiencing the trauma of the constant threat of family deportation, violence in the community, discrimination and more. Also, the need for culturally fluent approaches is central to filling this gap as many of Richmond and North Richmond’s children, youth, and families come from non-western cultures where there may be barriers and stigma attached to western approaches to mental health and wellness programming.

Options for Supported Programming

- Integrate behavioral health strategies into programming that support mental health and wellness
 - Provide a “safe space” and support mental health along with social and emotional well-being for young children and youth
 - Provide supportive relationships, including counseling and support for children and youth
 - Strengthen school-based and group programming (e.g., anxiety or anger management)
 - Diversify access (e.g., by opening access to short term needs and those not being served)
 - Address trauma and support healing skills
- Behavioral and mental health education for children, youth, and families; build access and openness to receiving support

Priority Populations

- Disconnected youth
- Young people who themselves are homeless, or whose families are homeless or threatened by homelessness
- Young people living in poverty
- Immigrant and undocumented children and youth
- LGBTQ+ children, youth, and families

- Youth who have experienced trauma
- Young people with poor physical, mental, emotional, and behavioral health outcomes

Desired Results

- Increased access to mental or behavioral health programs and services (Indicator: number of unique and new participants)
- Decreased stigma about receiving mental health services
- Reduced reliance on substances to deal with mental and behavioral health issues
- Increased awareness of available mental or behavioral health services

Priority 2: Provide Education Support and Employment/Training Support so that Youth Can Move to College and Career

Richmond and North Richmond youth participating in the Community Needs Assessment consistently expressed the desire to be successful in school and go on to college or employment. In the 2019 Richmond Community Survey, residents were asked what areas the City should prioritize in order to best support young people in Richmond. Education and Job Training received the highest response rate with 82% of respondents (308 responses) selecting this as a priority¹.

In the Community Needs Assessment, participants also identified the need for programs that support children and youth along their journey toward educational success, college, career, and employment. These needs emerged across surveys, focus groups, forums, and other sources. Richmond and North Richmond children and youth want the chance to excel in school and career. There was a strong desire for more tutoring, broader college access programs, and extra support for those who may be struggling with a range of barriers such as transitional age youth (TAY) or new immigrants arriving as unaccompanied minor children. The latter is also an example of a group that needs accelerated or intensive language learning support.

Many older youth participants wanted support in moving toward employment and identified the need to learn more about employment requirements and career options via mentoring, internships, and, in some cases, job skills training as key to their success.

It is also notable that reliable access to resources such as high-speed internet and computer equipment, such as tablets, has become even more important in the current distance learning environment. Participants often pointed to disparities between nearby, wealthier districts outside of Richmond and North Richmond that are better resourced and have programs, tools, and infrastructure that allow for students to excel.

Options for Supported Programming

- Programs that improve educational outcomes for high-need young children
- Targeted educational support (e.g. tutoring, language, homework assistance) for children and youth facing multiple challenges in moving forward to post-secondary education and employment (e.g. populations such as unaccompanied minor immigrants, system involved youth, or very low-income students)
- Career and college exposure at earlier ages (e.g. middle school programs)
- Internships to provide experience, skill building and exposure for youth
- Outreach and strategies directed to disconnected youth and systems-impacted youth who are not engaged in community programming
- Expand access to West Contra Costa Unified School District (WCCUSD) career readiness resources to students not in pathways

Priority populations

- Youth of color

¹National Research Center and ICMA (2019). The National Community Survey, Richmond, CA Technical Appendices.

- System involved young people and TAY
- Disconnected youth
- Young people who themselves are homeless, or whose families are homeless or threatened by homelessness
- Socioeconomically disadvantaged children and young people
- Immigrant and undocumented children and youth
- Students with disabilities
- Youth from under-resourced neighborhoods (e.g. North Richmond, Iron Triangle)

Desired Results

Education Support

- Increased access to early learning
- Kindergarten readiness
- Improved third grade reading levels
- Improved school attendance
- Improved High School graduation rates
- College entry and success rates
- Reduction in chronic absenteeism
- Black and Latinx college enrollment and persistence

Employment

- Increased numbers of youth with work experience opportunities
- Increased numbers of youth accessing career and college
- Increased knowledge of programs
- Increase in earnings/income for youth and young adults

Priority 3: Support Out-of-School Time, After-school, Sports and Enrichment

This strategy builds on and expands available out-of-school and afterschool programming. Participation in afterschool and out-of-school programs is linked to better academic outcomes. For Richmond and North Richmond's priority populations, targeted afterschool programming could improve their chances of completion and success in school as well as their connection to caring adults with whom they feel a connection. Programs must be provided in a safe space with safe access for students.

Low-cost or no-cost out-of-school and after-school sports and enrichment programming scored high as both desired and needed for youth to thrive across groups. Sports were a popular suggestion as were outdoor activities such as gardening and hiking. The arts were very often mixed in with responses to sports but were also often singled out as highly desirable (music, dance, visual arts were all mentioned). This is in addition to culturally relevant arts and other programming to help them to build awareness, strengthen self-esteem, and create a sense of belonging. Some groups stated there were few or no respectful and safe spaces to be with others like them. Existing after-school resources should be leveraged so that funding from the Richmond Fund for Children and Youth (Fund) bring in those not participating and engage students who have barriers to participation.

Options for Supported Programming

- Programming specific needs of children and youth at their age and stage
- Support youth voice to support diverse programming for students in later grades to develop their strengths and interests
- Free or very low-cost programming
- Funding to also engage parents to understand barriers to participation
- Enrichment programming (e.g. music & arts, science & technology, sports & recreation)
- Culturally relevant and fluent programming
- Academic support such as tutoring, homework support, etc.
- Outdoor programming
- Accessible programming for students with disabilities
- Youth development and leadership opportunities for positive youth engagement

Priority Populations

This could include all of the priority populations and programs should be targeted toward including these hard to reach/underserved groups.

- Young people living in poverty
- Immigrant and undocumented children and youth
- Young people with poor physical, mental, emotional, and behavioral health outcomes
- Children with disabilities
- Students experiencing homelessness
- Students who are not engaged in out-of-school extracurricular activities
- Students at schools with high levels of free and reduced lunch
- Students in very high need locations

Desired Results

- Expanded access to out of school, afterschool, sports, and enrichment programming (Indicator: number and demographics of unique participants)
- Increased learning opportunities year round
- Increased and more diverse offerings of culturally relevant programming
- Increase in caring adult relationships
- Increased number of hours of academic support provided
- Increased number of no-cost or low-cost/fully subsidized programs
- Improved attendance

Priority 4: Expand Youth Violence Prevention Efforts

Violence in the community came up as a barrier to participation and even as a significant barrier to everyday activity for priority populations. Violence manifests itself in many forms including gun violence, domestic violence, and more. In the focus groups, youth stated they couldn't go to many places in Richmond and North Richmond out of fear and that they were frequently uncomfortable to go out with groups of friends when one of them did not feel safe in a particular neighborhood. Others participating in the needs assessment spoke of witnessing violence or dangerous spots in their neighborhood. Bullying is also a concern for children. In addition, some participants also reported the fear of gender-based violence as a barrier to movement and participation in the community.

The 2019 Richmond Community Survey asked residents what areas the City should prioritize in order to best support young people in Richmond. Violence prevention and response received the second highest response rate with 73% of respondents (275 responses) selecting this as a priority². Other plans and reports including the 2019 Kaiser Community Health Needs Assessment and the North Richmond Quality of Life Plan also identified community safety as a priority.

Options for Supported programming

- Programs supporting healthy development for children
- Mentorship and other programs for youth that feature a caring adult
- Programs that support connection to after-school activities and reduce exposure to community risks
- Programs outside of school
- Peer-to-peer groups
- Whole family/parent support
- Anti-bullying programs
- Programs focusing on African American and Latino/Latinx youth
- Youth skills programs: non-violent coping and communication skills
- Street outreach and community norm changes
- Support for families experiencing domestic violence
- Access to programs that are “close to home” or that provide safety support or community travel support that reduces risk of violence for youth (e.g. transportation vouchers or programs located next to public transportation)

Priority populations

- African American youth
- Latino/Latinx youth
- System-involved young people
- Young people who have been pushed out-of-school
- Young people living in poverty

²National Research Center and ICMA (2019). The National Community Survey, Richmond, CA Technical Appendices.

- Children and youth who are impacted by the criminal justice system and/or who have family members who are incarcerated

Desired Results

- Reduction in the number of youths involved in criminal activity
- Reduction in the numbers of youth homicides for those aged 0-24.
- Reduction in the numbers of youth that perpetrate violence
- Increase in the number of students who feel safe at school
- Reduction in bullying
- Reduction in the number of children and youth that witness violence
- Increase in services that support whole-family violence prevention

Priority 5: Strengthen Access to Basic Needs

The Community Needs Assessment identified that many Richmond and North Richmond children, youth, and their families were struggling and needed support with meeting one or more of their basic needs (e.g., housing, food, medicine, utilities, and transportation) for their families. For homeless participants, housing and wraparound support was identified. For TAY, the need for assistance in supporting their own household after they turned 18 was mentioned. For immigrant children, the need for financial support for families who were often barred from working full time was mentioned. Justice-involved youth suggested that they needed access to support that they said was often contingent on having been in Juvenile Hall. For some parents and youth who wanted to access particular programs, transportation was identified as a barrier.

Given that this planning work was conducted during the COVID-19 pandemic, basic needs issues were heightened beyond the norm. It is widely expected that many families will face ongoing economic hardship as the pandemic wanes and the economy moves toward recovery.

Options for Supported Programming

- Childcare support including childcare to provide relief to youth caring for siblings or parenting youth
- Meal and nutrition support
- Rental support
- Navigation of available basic needs resources
- Support for family resource centers
- Support for families with barriers to access
- Expanded homelessness prevention resources to identify and support children and youth at risk of homelessness in Richmond and North Richmond
- Support for children and youth experiencing homelessness including coordination between outreach workers, after-school providers, schools, and shelter/housing resources

Priority Populations

- Young people who themselves are homeless, or whose families are homeless or threatened by homelessness
- Young people living in poverty
- Immigrant and undocumented children and youth
- Teen parents and families, including single mothers
- Families with children and youth who are involved in or transitioning from the foster care, juvenile justice, criminal justice, or special education systems

Desired Results

- Fewer children, youth and their families will experience homelessness in Richmond and North Richmond
- Increased housing security
- Increased access to childcare

- Increased food security
- Increased access to services by mitigating financial or resource barriers
- Improved transportation to service locations
- Increased access to high-speed internet and Wi-Fi
- Decreased rates of poverty in Richmond and North Richmond, particularly for households of color

Priority 6: Strengthen Access to Guidance and Information about Resources Available for Children and Youth

For children, youth, and families, there were a number of voices across the spectrum of youth residents that reported on how difficult it is to navigate the Richmond and North Richmond environment of youth services. Almost all community engagement activities during the Community Needs Assessment identified the need for support that would assist community members in understanding what resources were out there and whether they qualified to access them. Many of those surveyed said they did not access services because they did not know about them. Young people expressed the need for help, including coaching or case management, in navigating the turn toward independence or the journey to college success. Case management, or at the very least guidance from a caring adult, is needed so that children, youth, and their families can understand and access the services available. Parents and guardians need more support with understanding what was offered and how to make the best use of these programs and services for their children. Information and case management was also mentioned as critical to individuals experiencing homelessness successfully regaining housing. This information needs to be in multiple languages with extra effort to reach marginalized children, youth, and their families.

Options for Supported programming

- Fund the creation and hosting of an inclusive web resource that can provide robust information on children and youth programming in multiple languages
- Fund navigation support or case management for children, youth and their families who face complex challenges
- Support mentorship and guidance that helps disadvantaged children and youth with understanding and accessing resources that will move them forward on their path toward college and/or employment
- Social media strategies and outreach
- Provide resources and capacity for guidance and case management in programming for those who most need it
- Make sure that staff providing guidance and case management reflects the diversity of the clients

Priority populations

This priority will support children and youth across Richmond and North Richmond inclusive of all priority populations.

- System-involved young people
- Young people who have been pushed out-of-school
- Young people who themselves are homeless, or whose families are homeless or threatened by homelessness
- Young people living in poverty
- Immigrant and undocumented children, youth, and families
- LGBTQ+ children, youth, and families
- Teen parents and families, including single mothers; young people with poor physical, mental, emotional, and behavioral health outcomes, and children with disabilities

- Families with children and youth who are impacted by the criminal justice system and/or who have family members who are incarcerated; and/or are involved in or transitioning from the foster care, juvenile justice, criminal justice, or special education systems.

Desired Results

Information

- Increased access to information: (Indicators: Number of inquiries and posts on one stop shop platform)
- Increased access to information in multiple languages other than English (Indicator: Increased number of requests for information that are made in other languages)
- Increase in the number of children and youth and their families that are aware of programming and know how to access information needed to participate
- Increased access to Wi-Fi connectivity

Navigation Support, Guidance, and Case Management

- Increase in number of case management spots available for high need youth or those with complex situations
- Increase in number of mentors available for high-need youth
- Increased navigation support for youth who want to access post-secondary education or who are transitional aged youth moving to independence
- Increased numbers of youth have connection to caring adults
- Increased number of programs or collaborations that offer wraparound services/programming targeted at high need youth

Evaluation: Measuring Our Progress

In accordance with the requirements set forth in the City Charter, the Richmond Fund for Children and Youth Oversight Board, in collaboration with Department staff, will facilitate an annual evaluation to identify relevant evaluation measures and ensure that programs funded through the Fund are impactful and meet established outcomes. Department staff may contract with a third-party, external independent evaluator to prepare annual evaluations and other relevant reports. Evaluation reports shall be provided to the City Council and made available to the public.

The Oversight Board will also review financial reports and audits to confirm that spending from the Fund is consistent with all provisions of Article 15 of the Charter, and that the funds are being managed responsibly. Department staff will continue to collect data from young people, their families, the community and service providers throughout the year to ensure we have the best understanding of the needs of the children, youth and their families in Richmond and North Richmond.

References

^{1,2}National Research Center and ICMA (2019). The National Community Survey, Richmond, CA Technical Appendices. Retrieved from:
<https://www.ci.richmond.ca.us/DocumentCenter/View/52256/The-NCS-Technical-Appendices---Richmond-2019>

For a complete list of resources utilized in our 2020 Community Needs Assessment Report, please visit www.richmond youth.org.

Appendix: Acknowledgments

The Richmond Department of Children and Youth would like to thank all Richmond and North Richmond community members that participated in the co-design and development of the 2020 Community Needs Assessment Report. The Department would especially like to extend its gratitude to all youth, parents and guardians, and service providers that voiced their input for the purpose of envisioning a Richmond and North Richmond in which all children, youth, and their families may thrive.

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Richmond Fund for Children and Youth Oversight Board Members (Current and Former)

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Community Needs Assessment Partners

Service Provider Working Group
Interdepartmental Working Group
Richmond Kids First Committee
Information Technology Department, City of Richmond
West Contra Costa Unified School District

Department Partners

Oakland Fund for Children and Youth
San Francisco Department of Children, Youth, and Their Families
Community Services Department, City of San Pablo

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Appendix: Summary of Community Input

As part of the development of the Community Needs Assessment and Strategic Investment Plan, the Department conducted a community engagement process, as outlined below. The goal of gathering community input was to identify gaps and opportunities in programming for children and youth in addition to soliciting perspectives on community strengths and barriers for children, youth and their families in Richmond and North Richmond.

Community and Stakeholder Input Activities

Richmond Fund for Children and Youth Oversight Board meetings to provide Community Needs Assessment updates and receive feedback on community engagement best practices.

Service Provider Working Group meetings to provide a focus group training for community partners and receive feedback on the development of Strategic Investment Plan priorities.

Community forums to provide all Richmond and North Richmond community members an opportunity to participate in the Community Needs Assessment development and provide their feedback on what services are needed for youth and their families to thrive.

Focus groups for the following areas:

- Asian Youth
- Black Youth
- Parents and Guardians of Children
- Latinx Youth
- LGBTQ+ Youth
- Justice System-Involved Youth
- Immigrant Youth
- Youth with Foster Care Experience: Transitional Age & Emancipated Youth

The Department would like to thank the following community partners for their support with focus group recruitment and/or facilitation:

- Asian Pacific Environmental Network (APEN)
- Literacy for Every Adult Program (LEAP)
- Building Blocks for Kids Richmond (BBK)
- RYSE Center
- Office of Neighborhood Safety, City of Richmond
- YES Nature to Neighborhoods
- Independent Living Skills Program
- Richmond YouthWORKS
- Richmond Promise

Community surveys through the following methods to deepen understanding of community strengths and barriers as identified by community members.

- Youth survey (25 responses)
- Parent/Guardian survey (89 responses)

Key Stakeholder Interviews with community-based organizations, West Contra Costa Unified School District staff, and community leaders to help shape and inform the process and to deepen understanding of issue areas.

Collaboration with Y-PLAN and 12th Kennedy High School students who developed and conducted their own survey (~650 responses) among Richmond students

ARTICLE XV - Richmond Fund for Children and Youth

(Added by election June 5, 2018)

Sec. 1. Fund: Beginning July 1, 2018 there is hereby established in the treasury of the City of Richmond (the "City") a special fund to expand children's services in the City, which shall be called the Richmond Fund for Children and Youth (the "Fund").

(Added by election of 6-5-2018)

Sec. 2. Amount and Source of Funding. The City shall set aside a portion of the annual actual unrestricted general purpose revenues of the City to be transferred to the Fund in the amounts specified below subject to the conditions set forth in subdivision (i).

- a. During fiscal year 2018-2019 (July 1, 2018 through June 30, 2019) there is hereby set aside for the Fund, the amount of \$250,000 from the City's annual actual unrestricted general purpose revenues for the express purpose of establishing and supporting the infrastructure of the Fund and the newly created Department of Children and Youth, as described in Section 7, including the development of the Strategic Investment Plan, as described in Section 8.
- b. For fiscal year 2019-2020, there is hereby set aside for the Fund, the amount of \$700,000 from the City's annual actual unrestricted general purpose revenues for the express purpose of establishing and supporting the infrastructure of the Fund and the newly created Department of Children and Youth, including the development of the Strategic Investment Plan.
- c. For fiscal year 2021-2022, there is hereby set aside for the Fund, an amount equal to one percent (1%) of the City's annual actual unrestricted general purpose revenues, together with any interest earned on the Fund and any amounts unspent or uncommitted by the Fund at the end of any fiscal year.
- d. For fiscal year 2022-2023, there is hereby set aside for the Fund, an amount equal to two percent (2%) of the City's annual actual unrestricted general purpose revenues, together with any interest earned on the Fund and any amounts unspent or uncommitted by the Fund at the end of any fiscal year.
- e. For fiscal year 2023-2024, and each fiscal year thereafter through fiscal year 2027-2028, there is hereby set aside for the Fund, an amount equal to three percent (3%) of the City's annual actual unrestricted general purpose revenues, together with any interest earned on the Fund and any amounts unspent or uncommitted by the Fund at the end of any fiscal year.
- f. The Fund shall be maintained separate and apart from all other City funds and shall be appropriated annually at the time of the City's budget adoption, and by supplemental appropriation, when necessary as determined by the City Council.
- g. The annual amount of actual unrestricted general purpose revenues shall be calculated by the City Manager and shall fully include all of the following sources of revenue received by the City: (1) Property Taxes, (2) General Sales and Use Taxes (including locally approved general sales taxes and the City's portion of the Bradley-Burns Sales and Use Tax), (3) Utility Users Tax, (4) Property Transfer Tax, (5) Transient Occupancy Tax, (6) Fines, forfeitures and penalties, (7) Interest from general fund reserves, and (8) other revenues that the City can use for any lawful, municipal purpose. The City shall not define which revenues are to be considered unrestricted general purpose revenues in a manner inconsistent with the provisions of this section. Errors in calculation for a fiscal year shall be corrected by an adjustment in the set aside for the next fiscal year.
- h. Before the end of the initial ten-year period, the Fund's effectiveness shall be evaluated and the funding and terms of the Fund shall be presented to the voters for renewal or revision, unless renewed by the City

Council.

- i. The requirements to set aside funds pursuant to subdivisions (c), (d) and (e) shall not become effective unless and until a general tax measure is approved after the effective date of this Act which levies a new tax or increases an existing tax to make additional funding available for the unrestricted general purposes of the City of Richmond. Nothing in this subdivision shall be construed to require the revenues from such a general tax measure to be dedicated to the purposes of this Act or the "Richmond Kids' First Initiative: The Richmond Fund for Children and Youth Act." In the event that a general tax measure meeting the requirements of this subdivision is not passed by December 31, 2020, the City Council shall pass enabling legislation to delay the effective dates in subdivisions (c), (d) and (e) until the fiscal year following the passage of a general tax measure, and making any other necessary adjustments to the times set forth in this Act.

(Added by election of 6-5-2018)

Sec. 3. Goals. The goals of expenditures from the Fund shall be:

- a. To ensure that Richmond's children, youth and young adults are physically, emotionally, mentally and socially healthy, educated, successful in school, and live in stable, safe and supported families and communities;
- b. To increase safety for children, youth, young adults, their parents/guardians, families and the communities in which they live by preventing problems and enhancing the strengths of children, youth, young adults and their families;
- c. To ensure young people are provided with gender-responsive, trauma-informed, population-specific and culturally-competent services;
- d. To strengthen collaboration among public agencies and community-based organizations around shared outcomes among all service providers for children, youth, young adults and their parents/guardians;
- e. To ensure an equitable distribution of resources to all of Richmond's young people in recognition of the importance of investment in their futures from birth through young adulthood;
- f. To fill gaps in services and leverage other resources whenever feasible.

(Added by election of 6-5-2018)

Sec. 4. Eligible Uses.

- a. The City shall only use monies from the Fund for services provided to children and youth from birth to 18 years old and their caregivers, and, as defined in Section 4.b., disconnected transitional-aged young adults from ages 18 to 24 years and, when relevant, their caregivers, or as part of programs that predominantly serve children, youth and disconnected transitional-aged young adults within those ages and their caregivers, including:
 - i. Violence Prevention and Response: including restorative and transformative justice; programs that support positive communication and relationships between young people and within families; programs that train young people, adult allies and parents/guardians in de-escalation; programs that address domestic and sexual violence, including child abuse prevention; emergency relocation; programs that address homophobia and bullying; alternatives to incarceration including diversion and re-entry programs.
 - ii. Education and Job Training: including programs that help youth stay in school; promote academic success and college and career readiness; language services; support parents/guardians in advocating for their young people's education; assist in developing life skills and gaining work experience; and provide job training and placement.

- iii. Parent/Guardian Support: including fostering positive child-adult and youth-adult relationships that support people's safety, self-esteem, well-being and positive futures.
 - iv. Media, Arts, Culture and Technology: including artistic and cultural expression and education, and job and life skills development.
 - v. Youth and Family Leadership, Organizing and Civic Engagement: including community organizing and support that amplify the voices and engagement of children, youth and family in how Richmond prioritizes its resources; and builds youth civic engagement and leadership.
 - vi. Health and Well-Being: including physical, mental, emotional, behavioral and social health services that support health and well-being and reduce drug-related harm, violence and self-harm, and harmful and disrespectful sexual behavior.
 - vii. Environmental Health and Justice: including programs that improve the environmental health of children and youth and their right to live free of pollution, toxins and lead, and increase access to healthy food, safe and accessible outdoor and recreational spaces and other places to be physically active.
 - viii. Outdoor Education and Recreation: including sports, recreation centers, play, camps, gardening and urban agriculture.
 - ix. Deportation Support: support for young people and families experiencing or being threatened with deportation.
- b. The Fund will prioritize three groups of young people living in Richmond and adjacent unincorporated North Richmond: children ages 0 to 12; youth ages 13 to 17; and disconnected young adults ages 18 to 24, who are most impacted by harm, inequity and lack of access to support and services. The priority populations include but are not limited to: system-involved young people; young people who have been pushed out of school; young people who themselves or whose families are homeless or threatened by homelessness; young people living in poverty; immigrant and undocumented children, youth and families; Lesbian, Gay, Bisexual, Transgender and Queer (LGBTQ) children, youth and families; teen parents and families, including single mothers; young people with poor physical, mental, emotional and behavioral health outcomes and disabilities; and families with children and youth who are impacted by the criminal justice system and/or who have family members who are incarcerated; and/or are involved in or transitioning from the foster care, juvenile justice, criminal justice or special education systems.
 - c. Entities eligible to receive funding shall be public agencies and non-profit community-based organizations, including organizations with a non-profit fiscal agent, that serve children, youth and disconnected transitional-aged young adults.
 - d. Commencing in fiscal year 2021-2022 and each fiscal year thereafter through fiscal year 2027-2028, (1) a maximum of ten percent (10%) of the Fund can be used for costs related to administering the Fund, including staff support, basic infrastructure, support for the agencies administering the contracts, and overhead costs; and (2) an additional maximum of five percent (5%) of the Fund may be used to evaluate the results of this Article.
 - e. A maximum of ten percent (10%) of the amount used to administer the Fund (as described in Section 4.d.) can be used for City overhead.
 - f. Entities eligible to receive funding include those (1) located outside but in close proximity to Richmond to the extent that those entities serve children, youth and disconnected transitional-aged young adults who reside in Richmond or unincorporated North Richmond, and (2) located in Richmond or unincorporated North

Richmond that serve children, youth and disconnected transitional-aged young adults in Richmond or unincorporated North Richmond, regardless of the residence of the children or youth.

(Added by election of 6-5-2018)

Sec. 5. Excluded Services. The Fund shall not fund the following services or types of expenditures:

- a. Services provided by the Police Department, Sheriff, other law enforcement agencies, Courts, District Attorney, Public Defender, City Attorney or Fire Department; detention or probation services mandated by state or federal law; or public transportation, except to the extent that transportation may be needed to access eligible services supported by the Fund;
- b. Services provided by the West Contra Costa Unified School District, Richmond libraries, Office of Neighborhood Safety, Richmond Promise College Scholarship Program, Richmond Housing Authority and Youth Works, except for collaborations between the above mentioned entities and community-based organizations and programs that meet the goals and eligible uses of the Fund;
- c. Any service that primarily benefits adults over 24 years;
- d. Any service for which a fixed or minimum level of expenditure is mandated by state or federal law, to the extent of the fixed or minimum level of expenditure;
- e. Acquisition of any capital item not for primary and direct use by children or youth; acquisition, other than by lease for a term of ten years or less, of any real property; or maintenance, utilities or any similar operating costs of any facility not used primarily and directly by children or youth, or of any recreation or park facility, library, or hospital;
- f. Capital expenditures for housing, or rent subsidies;
- g. Primary and specialized medical and direct mental health services; however, prevention, education, and other behavioral and mental health support services are eligible for funding;
- h. Income supports that supplant state or federal benefits or post-secondary tuition assistance;
- i. Administration of other funds; or
- j. Replacing existing funding for children and youth services as set forth in the Children's Baseline Budget in Section 6, except to the extent that the City ceases to receive federal, state, county, or private foundation funds that the funding agency required to be spent only on these services.

(Added by election of 6-5-2018)

Sec. 6. Children and Youth Baseline Budget. The City shall ensure that the Fund is used exclusively to increase overall City expenditures for eligible services for children, youth and disconnected transitional-aged young adults.

- a. The City Manager shall calculate the City's total actual unrestricted general purpose revenues in fiscal year 2017-2018, and shall calculate the percentage of those revenues that were allocated in fiscal year 2017-2018 to services that would be eligible uses for monies from the Fund, excluding allocations for services mandated by state or federal law (the "Base Percentage").
- b. Commencing in fiscal year 2019-2020 and each fiscal year thereafter through fiscal year 2027-2028, the City shall allocate at least the Base Percentage of total actual unrestricted general purpose revenues to services that would be eligible uses of the Fund, excluding allocations for services mandated by state or federal law, and excluding any allocation of revenue required by this Article.

(Added by election of 6-5-2018)

Sec. 7. Administration and Oversight. The Fund shall be administered by staff in a newly established Department of Children and Youth within the City Manager's office. Oversight of the Fund shall be provided by a fifteen-member Richmond Fund for Children and Youth Oversight Board (the "Oversight Board") that shall be composed as follows:

- a. Each member of the Richmond City Council shall appoint two City residents as members — one over 24 years old, and one who is 15 to 24 years of age.
- b. The Mayor of Richmond shall appoint three City residents as members, at least one of which shall be 15 to 24 years of age.
- c. The Mayor and City Council members shall use their best efforts to coordinate their appointments so that the members of the Oversight Board represent Richmond's diverse geographic communities, including unincorporated North Richmond.
- d. The Oversight Board shall have the following responsibilities, powers, and functions:
 - i. The role of the Oversight Board will be to develop written policies regarding the Fund, monitor the Fund, ensure that the Fund is managed in a manner accountable to the community, and ensure the highest standards of care and transparency.
 - ii. Responsibilities of the Oversight Board shall be:
 1. Strategic planning: (a) creating an initial Strategic Investment Plan as described under Section 8, and (b) updating the Strategic Investment Plan every three years.
 2. Reviewing applications for funding from the Fund through a transparent and fair application process.
 3. Recommending to the City Council a list of grants to be awarded for each funding cycle.
 4. Facilitating an annual evaluation: working with a third-party, external independent evaluator to identify relevant evaluation measures and ensure that programs funded through the Fund are impactful and meet established outcomes. Evaluation reports shall be provided to the City Council and the Mayor's office and made available to the public.
 5. Reviewing financial reports and audits to confirm that spending from the Fund is consistent with all provisions of this Article, and that the funds are being managed responsibly.
 - iii. The Oversight Board shall adopt rules and regulations to govern its procedures, which shall, among other things, include the manner of calling and giving notices of meetings. The Oversight Board shall meet a minimum of six times per year. Its meetings shall be open to the public and subject to the Ralph M. Brown Act open meetings law. A majority of the regular members shall constitute a quorum. Minutes of the meetings shall be filed with the city clerk.
 - iv. The Oversight Board shall be responsible for reporting to the public the services and outcomes supported by the Fund.
- e. The Oversight Board members serve two-year terms, provided that members under age 24 may serve a one-year term. There shall be no limitation on the number of consecutive terms served. The terms of the initial appointees to the Oversight Board shall commence on the date of the first meeting of the Oversight Board, which may occur when at least ten members have been appointed and are present. Oversight Board members shall serve at the pleasure of the appointing authority.
- f. If a vacancy occurs during the term of office of any Oversight Board member, the appointing authority shall appoint a successor to complete the unexpired term in the same manner as the selection of the initial member.
- g. In order to provide for staggered terms, eight members shall be chosen by lot, from among those able to

serve for two years, to serve for an initial term of two years, with the remaining members to serve for an initial term of one year. Except for appointments to fill a vacancy, all subsequent appointments shall be for a term of two years, provided that members under age 24 may serve a one-year term.

- h. Oversight Board members that are over 24 years of age shall not be a paid employee of an organization funded from the Fund or applying for funding from the Fund.

(Added by election of 6-5-2018)

Sec. 8. Strategic Investment Plan. Each Strategic Investment Plan shall set forth funding priorities for a three-year period, and shall set forth a plan for overseeing and evaluating the Fund and the programs supported by the Fund. The Department of Children and Youth shall work with the Oversight Board to complete the Strategic Investment Plan and conduct a needs assessment.

- a. The needs assessment shall involve community meetings throughout the City, gathering input on the service needs of various populations.
- b. The funding priorities in the Strategic Investment Plan shall be based on the community needs assessment and input from the community.
- c. The initial Strategic Investment Plan shall be approved by a majority of the Oversight Board and presented to the City Council for its review and approval by December 30, 2020. The Strategic Investment Plan shall take effect no later than June 1, 2021.
- d. Any change in an approved Strategic Investment Plan shall be based on the community needs assessment and input from the community.

(Added by election of 6-5-2018)

Sec. 9. Application Process. In order to ensure a stable, fair and effective service delivery system, the Fund shall be implemented as follows:

- a. There shall be three-year planning and funding cycles, with funding beginning in the 2021-2022 fiscal year.
- b. Funds shall be allocated through an open and fair application process administered by the Department of Children and Youth in the City Manager's office in compliance with the policies adopted by the Oversight Board. Unless the conditions set forth in subdivision (i) of section 2 have not been met, the first application process shall begin no later than January 1, 2021 with funding available for encumbrance no later than July 1, 2021.
- c. Recommendations for a list of grants to be awarded shall be made by the Oversight Board to the City Council. The City Council shall review and consider the recommendations of the Oversight Board. The City Council may reject the recommendations only if it determines that one or more recommendation is inconsistent with this Article or the priorities identified in the Strategic Investment Plan. The City Council shall accept or reject the Oversight Board's recommendations in their entirety and may not partially accept or partially reject the recommendations.
- d. In the event the City Council rejects the list of grants proposed by the Oversight Board, it shall set forth its rationale for such rejection and recommend revisions to the Oversight Board for its consideration and action.
- e. The City Council shall review and consider the amended recommendations of the Oversight Board, provide final approval of the list of grants to be awarded, and appropriate all necessary monies from the Fund. All grants and appropriations shall be consistent [with] the provisions of this Article and the Strategic Investment Plan.

(Added by election of 6-5-2018)

Sec. 10. Fiscal Emergencies. Commencing with fiscal year 2022-2023, if a moderate fiscal emergency, as defined in this section, or a severe fiscal emergency, as defined in this section, is deemed to exist by the City Council, the portion of the City's annual actual unrestricted general purpose revenues to be allocated to the Fund shall be reduced as provided in this section. The City Council may deem a moderate fiscal emergency to exist in the event that the City's annual actual unrestricted general purpose revenues for a given fiscal year decrease by greater than ten percent (10%) but less than twenty percent (20%) from the level of such revenues during the previous fiscal year (defined as the "Benchmark Year"), and it may deem the moderate fiscal emergency to continue until the City's annual actual unrestricted general purpose revenues are no longer ten percent (10%) less than the level of such revenues during the Benchmark Year. If the City Council deems a moderate fiscal emergency to exist for a fiscal year, the amount required to be allocated to the Fund shall be reduced to two percent (2%) of the City's total annual actual unrestricted general purpose revenues for that particular fiscal year. The City Council may deem a severe fiscal emergency to exist in the event that the City's annual actual unrestricted general purpose revenues for a given fiscal year decrease by twenty percent (20%) or more from the level of such revenues during the Benchmark Year, and it may deem the severe fiscal emergency to continue until the City's annual actual unrestricted general purpose revenues are no longer twenty percent (20%) less than the level of such revenues during the Benchmark Year. If the City Council deems a severe fiscal emergency to exist for a fiscal year, the amount required to be allocated to the Fund shall be reduced to one percent (1%) of the City's total annual actual unrestricted general purpose revenues for that particular fiscal year. Allocations to the Fund shall return to the level required in Section 2 for the first fiscal year in which a fiscal emergency no longer exists. There shall be no reductions in the allocation to the Fund pursuant to this Section 10 prior to fiscal year 2022-2023.

(Added by election of 6-5-2018)

Sec. 11. Reauthorization. The provisions of this Article may be extended without amendments for additional ten-year terms by a simple majority vote of the City Council. If the City Council does not act to extend the provisions of this Article before December 31, 2027, the City Council shall be obligated to place a measure on a 2028 election ballot seeking voter approval of whether to extend the term for an additional ten years. This process shall be repeated every ten years, or until reauthorization is rejected by a vote of the electorate.

(Added by election of 6-5-2018)

CERTIFICATE

Whereas, the City of Richmond a city containing a population of more than three thousand five hundred and less than ten thousand inhabitants on the twelfth day of October, 1908, at a special election held under and in accordance with the provisions of Section 8 of Article XI of the Constitution of the State of California, did elect F. E. Adams, C. L. Abbot, C. R. Blake, L. Boswell, L. D. Dimm, E. A. Gowe, E. J. Garrard, G. A. Follett, L. S. Higgins, I. E. Marshall, I. M. Perrin, E. M. Tilden, H. H. Turley, H. E. Wyatt, and John Roth a Board of Freeholders to prepare and propose a charter for said city;

Be It Known, That pursuant to the provisions of the Constitution and within a period of ninety days after said election, said Board of Freeholders has prepared and does propose the foregoing as and for the charter for the City of Richmond.

In Witness Whereof, We have hereunto set our hands this 23rd day of December 1908.

H. E. WYATT

President of the Board of Freeholders

C. L. E. A. GOWE,
ABBOTT,

F. E. I. E. MARSHALL,
ADAMS,

L. JOHN ROTH,
BOSWELL,

L. D. H. H. TURLEY,
DIMM,

G. A. E. M. TILDEN,
FOLLETT,

E. J. CHAS. R. BLAKE,
GARRARD,

L. S. HIGGINS.

Attest:

J. S. CHANDLER,

Secretary Board of Freeholders

Filed this 28th day of December, 1908, at 12:30 p.m.

J. B. WILLIS

President of the

Board of Trustees of the

City of Richmond, California

STATE OF CALIFORNIA

County of Contra Costa,

ss.

City of Richmond

I, H. H. Turley, City Clerk in and for the City of Richmond, hereby certify that the Board of Trustees of said City, did by Resolution No. 158, order the foregoing charter published in the manner and form required by law.

In witness whereof, I have hereunto set my hand and affixed the corporate seal of the City of Richmond, this 29th day of December, 1908.

H. H. TURLEY

City Clerk

(SEAL)

MEMORANDUM

The first publication of the foregoing charter was made on Tuesday, December 29, 1908, in accordance with a resolution adopted by the Board of Trustees of the City of Richmond, in the "Richmond Record," a daily newspaper of general circulation, printed, published and circulated in said city.

STATE OF CALIFORNIA

County of Contra Costa, ss.

City of Richmond

I, J. B. Willis, President of the Board of Trustees of the City of Richmond, State of California, and I, H. H. Turley, Clerk of said Board, do hereby certify that the Board of Freeholders, whose names appear signed to the foregoing proposed charter, were on the 12th day of October, 1908, at a special municipal election held in said City of Richmond on said day duly elected by the qualified electors of said city to prepare and propose a charter for said city; that each of said freeholders had been a qualified elector in said city for more than five (5) years previous to said election; that the foregoing is a true copy of said charter prepared and returned to the president of said Board of Trustees within ninety (90) days after said election, as required by Section 8 of Article XI of the Constitution of this State; that said proposed charter was then published in the "Richmond Record," which then was a daily newspaper of general circulation, printed and published in said city, and that publication was made for more than twenty (20) days, and that the first publication of said proposed charter was made within twenty (20) days after the completion of said charter; that within thirty (30) days after the publication of said charter, as required in said section 8, to-wit, on the 9th day of February, 1909, said charter was submitted at a special election duly called and held therein for the purpose of ratifying or rejecting said proposed charter; that by a majority of the votes of the qualified electors voting at said election said proposed charter was ratified as a whole; that the returns of said election were duly canvassed by the Board of Trustees of said City of Richmond on the 9th day of February 1909, and the

result thereof declared as above set forth; and that in all matters and things pertaining to said proposed charter, all provisions of said section of the Constitution and the laws of the State of California pertaining to the adoption of the charter have been fully complied with in every particular.

In Witness Whereof, We have hereunto set our hands and caused the corporate seal of said City of Richmond to be affixed this 9th day of February, 1909.

(SEAL) J. B. WILLIS

President of the Board of Trustees
of the City of Richmond

H. H. TURLEY,

Clerk of said Board of Trustees and
said City of Richmond.

And, Whereas, said proposed charter, so ratified, has been duly presented and submitted to the Legislature of the State of California for approval or rejection, without power of alteration, or amendment, in accordance with section 8 of Article XI of the Constitution of the State of California;

Now, therefore, be it resolved by the Assembly of the State of California the Senate thereof concurring (a majority of all the members elected to each house voting for the adoption of this resolution and concurring therein) that said charter of the City of Richmond, as presented to, adopted and ratified by the qualified electors of said city, be, and the same is hereby approved as a whole as and for the charter of said City of Richmond.

P. A. STANTON,

Speaker of the Assembly.

W. R. PORTER,

President of the Senate.

Attest:

C. F. CURRY,

Secretary of State.

Filed in the office of the Secretary of State the 4th day of March, A.D. 1909, at 10:50 o'clock A.M.

C. F. CURRY, Secretary of State

By J. HOSCH, Deputy

STATE OF CALIFORNIA

County of Contra Costa, ss.

City of Richmond

I, J. B. Willis, President of the Board of Trustees of the City of Richmond and chief executive officer of said city, do hereby certify that the foregoing charter was submitted to the qualified electors of said city at a special election duly called and held therein for the purpose of ratifying or rejecting same on the 9th day of February, 1909, and that by a majority of votes of qualified electors, voting at said election, said charter was ratified as a whole; that the returns of said election were duly canvassed by the Board of Trustees of the City of Richmond on the 9th day of February 1909, and the results thereof declared as above set forth; that in all matters and things pertaining to said proposed charter, all provisions of section 8 of Article XI of the Constitution of the State of California, pertaining to the adoption of the charter, have been fully complied with in every particular.

In Witness Whereof, I have hereunto set my hand and caused the corporate seal of the City of Richmond to be affixed this 24th day of March, 1909. ;b0;(SEAL);lf;j.B. WILLIS,

President of the Board of Trustees and

Chief Executive Officer of the City of Richmond.

Attest:

H. H. TURLEY

City Clerk of said City of Richmond.