

Capitola City Council

Agenda Report



Meeting: April 14, 2022
From: City Manager Department
Subject: Report on Community Grant Program Review

Recommended Action: Receive report and provide direction.

Background: The City of Capitola, with the Community Grant Program (CGP), awarded more than \$150,000 to 24 different agencies in Fiscal Year 2021-22. In addition, the City has received a Community Development Block Grant of over \$450,000 that will be used to support agencies that provide food assistance and low income transportation over the next three years.

In 2019, the City issued a Request for Proposals (RFP) to review and recommend process improvements to the City's Community Grant Program. Optimal Solutions Consulting (OSC) was awarded the contract and reported back to the City Council on February 13, 2020. The City Council adopted the plan with the goal of making incremental changes to the program.

Unfortunately, due to the rise of COVID-19 in March 2020 and uncertainty of the pandemic's fiscal impacts, City Council did not initially fund the Community Grant Program in Fiscal Year 2020-21. During that mid-year budget review, Council funded the CGP at lower level than in the past. In the Fiscal Year 2021-22 budget, City Council included funding for OSC to move forward with Phase 2 of the Community Grant Program review.

Discussion: As part of the Community Grants Program review, OSC created a Capitola Community Profile and interviewed stakeholders, including Council Members.

The attached Capitola Community Profile was created in response to the desire to have Capitola-specific data to use when making decisions and assessing the needs of the community when considering grant awards.

OSC used the questions in Attachment 2 to better understand how Council Members would like the program to move forward. In addition to the City Council interviews, OSC spoke with community-based organizations to better understand how the program works for them.

OSC developed recommendations for the City Council to consider, including:

- Identify 3-4 priority areas: informed by data about overall needs and specific populations, aligned with City goals and commitments, organized by CORE Conditions for Health & Well-being
- Allocate an equal percentage of CGP funds across selected priority areas unless/until a more thorough community-centered prioritization process is conducted
- Consider multi-year grants that align with other local funding cycles to increase stability, enhance leveraging potential, and reduce workload for grantees and staff
- Consider using GuideStar profiles and Candid's Seals of Transparency as the program application, supplemented with some additional, Capitola-specific information

- Establish 2-3 types of Community Grants, with varying award amounts and expectations that are proportionate to the amount of funding requested

Staff requests feedback and guidance from Council regarding the recommendations and the future of the Community Grant Program. Regardless of the recommendations Council chooses to address, current staffing at the City does not have expertise in administering and assessing complete grant programs.

Fiscal Impact: To be determined.

Attachments:

1. Capitola Community Profile
2. Questions for City Council Members

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Reviewed By: Chloé Woodmansee, City Clerk

Approved By: Jamie Goldstein, City Manager