

# City Council Work Session Memo

**From:** Paul M. Briseno, City Manager  
**Council Meeting:** October 19, 2021  
**Subject:** 2022 Outside Agency Application  
**Person(s) Responsible:** Paul M. Briseno, City Manager

## **Summary:**

In 2021 a new process assisted in determining proper funding for agencies that addressed community needs. The City Council's direction is desired for the development of the 2023 funding rubric.

Once approved, the United Way will receive applications this fall and provide Council with a recommendation. The City Council will make the final determination of funding for 2022 in January/February.

## **Background:**

Annually, the City Council grants funds to Brookings social service agencies. The City Council determines available funds through the traditional budget process. Last year, the City Council approved a new procedure. Council augmented the original \$226,500 budget with an additional \$40,000 returned from non-profit agencies. The United Way recommended \$266,500 in funding for 2021, and Council approved.

This fall, United Way will accept social service agency applications. Any agency can apply for United Way and/or City funding from a shared process. The United Way committee will utilize the application, rubric, and Council priorities to provide a recommendation. The City Council will then provide final approval and allocations in January/February.

## **Schedule**

Oct/Nov	Council Set Priorities for Rubric
Dec/Jan	United Way Receive and Evaluate Applications
Jan	United Way Submits Community Impact Report
Jan/Feb	United Way Recommends and Council Determines Allocations

## **Item Details:**

The United Way has asked the City Council to give direction for prioritization. The direction will assist in determining if a new rubric is needed and clarification for city funding recommendations to the committee. The United Way utilizes a rubric that prioritizes the three areas within statements noted below:

**Health** – Individuals and families are healthy and safe

**Education** – Individuals and families are equipped for success throughout every life stage

**Self Sufficiency** – Individuals and families are independent and stable

The 2022 recommended budget contains \$240,000 for social service agencies. This is an increase from the 2021 budget. Last year Council prioritized:

Affordable Housing

Youth Development

Diversity

Government Stewardship

Health

Safety

Transportation/Transit

City Staff and the United Way asks the City Council to determine prioritized areas for social service funding.

Staff assumes a second pool of funding may occur from the American Recovery Plan (ARPA). In December or January, a recommendation for social service agency allocations from this funding source will be made. These dollars should be targeted for COVID-related impacts.

**Legal Consideration:**

None.

**Financial Consideration:**

The 2022 recommended funding for social service is \$240,000.

**Options and Recommendation:**

This item is presented in a work session for further discussion. City Council's direction will provide United Way with a greater understanding of the City's priorities for social service needs. Council will make the ultimate decision in January/February for agency funding allocation.

**Supporting Documentation:**

1. 2021 Funding Recommendation
2. United Way Rubric