

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

SUBJECT: Community Services -- Accept and File Financial and Narrative Reports from Completed 2009 Non-Profit Social Services Agency Grant Recipients and Approval of Proposed Reallocation of Unused 2009 Grant Funds to the 2011 Grant Program.

RECOMMENDATION

Recommendation of the Parks and Recreation Commission and the Community Services Director that the City Council: 1) Accept and File the Financial and Narrative Reports of Completed Projects for the 2009 Non-Profit Social Services Agency Grant Recipients; and, 2) Approve the Proposed Reallocation of \$942.06 in unused Funds from Enrichment Through Employment's 2009 Grant to be used in the 2011 Grant Program.

Funding

Funding is available in the Parks and Recreation Commission's general fund operating budget.

BACKGROUND

Grants are provided annually by the City of Torrance to non-profit social service agencies in the community serving Torrance residents. Typically \$40,000 in grants are awarded through the *Non-Profit Social Service Grant* program by the City Council after receiving recommendations from the Parks and Recreation Commission with the Community Services Department serving as liaison to the Commission.

The Commission subsequently administers the funds and program participation requirements. This includes providing the City with a Financial and Narrative Report from each grant recipient at the end of their grant-funded project's timeframe. The statement provides details on the performance of the grant-funded program, as well as details of the grant's expenditures.

ANALYSIS

At the City Council meeting of January 13, 2009, Council approved grant funding as recommended by the Parks and Recreation Commission totaling \$40,000 for twenty Non-Profit Social Service Agencies (Attachment A). The list of agencies, the approved grant amounts, and an excerpt from the Council meeting minutes has been included in this report (Attachments A and B).

As required by the terms of the Grant Agreements, each grant recipient submitted 2009 Financial and Narrative Statements pertaining to their grant award to the Community Services Department prior to the March 5, 2010 deadline.

The Parks and Recreation Commission's *Grants Committee* met on May 17, 2010, to review the Grant Recipients' Financial and Narrative Statements. The Committee approved the statements and the full body of the Parks and Recreation Commission approved them on June 9, 2010 (Attachment C). Copies of these statements are available for review in both the City Clerk's and City Council's offices.

The Parks and Recreation Commission and the Community Services Director recommend that City Council accept and file the 2009 Grant Recipients' Financial and Narrative Statements; and approve the proposed reallocation of \$942.06 in unused funds from the *Enrichment Through Employment's* 2009 Grant bringing the total funds to \$20,942.06 to be used in the 2011 Grant Program.

Respectfully submitted,

PARKS AND RECREATION COMMISSION

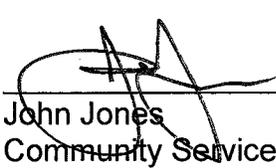


Michael Ning, Chairperson

By 

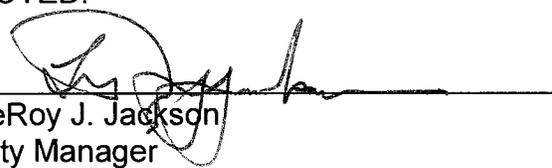
Richard Brunette
Recreation Services Manager

CONCUR:



John Jones
Community Services Director

NOTED:



LeRoy J. Jackson
City Manager

- Attachments: A) 2009 Non-Profit Social Services Agency Grant Recipients.
B) Excerpt from City Council January 13, 2009 meeting minutes Item 8 D.
C) Excerpt from Parks and Recreation Commission June 9, 2010 meeting minutes Item 8 A

2009 NON-PROFIT SOCIAL SERVICE AGENCY GRANT RECIPIENTS

AGENCY	COUNCIL APPROVED
Assistance League of San Pedro-South Bay	\$1,000
Behavioral Health Services, Inc.	\$3,500
Casa de Los Angelitos	\$1,000
The Children's Dental Center	\$2,000
Enrichment Through Employment	\$2,000 *
The Gathering Place	\$2,000
Harbor Interfaith Services	\$1,500
Healthcare and Elder Law Programs Corp. (H.E.L.P.)	\$2,500
HOPE (Home Ownership for Personal Empowerment)	\$1,500
National Council on Alcoholism & Drug Dependency	\$2,000
Pediatric Therapy Network	\$2,000
RSVP of South Bay	\$1,000
Society to Aid Retarded, Inc.	\$2,000
South Bay Children's Health Center Association, Inc.	\$2,000
South Bay Literacy Council, Inc.	\$2,500
St. Paul United Methodist Church	\$2,500
Torrance Historical Society and Museum	\$ 850
Torrance Lomita Meals on Wheels	\$5,150
Torrance-South Bay YMCA	\$1,000
The Wellness Community – South Bay Cities	\$2,000
TOTALS	\$40,000

* \$2,000 was awarded but \$942.06 were left unspent and returned by the *Enrichment Through Employment* agency at the completion of their grant-funded project time. These funds were unspent due to timing issues that prevented the agency from expending their total 2009 grant allocation as planned.

EXCERPT OF MINUTES Minutes Approved

January 13, 2009

**MINUTES OF AN ADJOURNED REGULAR
MEETING OF THE TORRANCE CITY COUNCIL****1. CALL TO ORDER**

The Torrance City Council convened in an adjourned regular session at 5:30 p.m. on Tuesday, January 13, 2009 in City Council Chambers at Torrance City Hall.

ROLL CALL

Present: Councilmembers Barnett, Brewer, Furey, Numark, Rhilinger, Sutherland, and Mayor Scotto.

Absent: None.

Also Present: City Manager Jackson, City Attorney Fellows, City Clerk Herbers, and other staff representatives.

8. CONSENT CALENDAR**8D. APPROVAL OF 2008-2009 GRANT FUNDING FOR NON-PROFIT SOCIAL SERVICE AGENCIES****Recommendation**

Recommendation of the Parks and Recreation Commission and the Community Services Director that City Council approve grant funding under the year 2008-2009 Grant Program for Non-Profit Social Services Agencies. Expenditure: \$40,000.

MOTION: Councilmember Fury moved for the approval of Consent Calendar Items 8A, 8B, 8D and 8E. The motion was seconded by Councilmember Numark and passed by unanimous roll call vote.

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EXCERPT OF MINUTES

Minutes Approved
 Minutes Subject to Approval

June 9, 2010

**MINUTES OF A REGULAR MEETING OF THE
TORRANCE PARKS AND RECREATION COMMISSION****1. CALL TO ORDER**

The Torrance Parks and Recreation Commission convened in a regular session at 7:00 p.m. on Wednesday, June 9, 2010, in the West Annex meeting room at Torrance City Hall. In the absence of Chairperson Ning, Vice-Chairperson Robbins led the meeting.

2. ROLL CALL

Present: Commissioners Gilbert, Hays, Mayeda, and Vice-Chairperson Robbins.

Absent: Commissioner Taniguchi and Chairperson Ning.

Also Present: Community Services Director Jones, Senior Business Manager Minter, Recreation Services Manager Brunette, Park Services Manager Carson, and Senior Recreation Supervisor Kelso.

MOTION: Commissioner Hays moved to grant Commissioner Taniguchi an excused absence for the June 9, 2010 Commission meeting. Commissioner Gilbert seconded the motion; a voice vote reflected unanimous approval.

MOTION: Commissioner Gilbert moved to grant Chairperson Ning an excused absence for the June 9, 2010 Commission meeting. Commissioner Mayeda seconded the motion; a voice vote reflected unanimous approval.

8. NEW BUSINESS**8A. APPROVAL OF 2009 FINANCIAL AND NARRATIVE STATEMENTS FOR NON-PROFIT SOCIAL SERVICE AGENCIES AND RECOMMENDATION TO ROLL UNUSED FUNDS (\$942.06—ENRICHMENT THROUGH EMPLOYMENT) TO THE 2011 GRANT PROGRAM**

Recreation Services Manager Brunette reported that each 2009 grant recipient submitted their Financial and Narrative Statements to Community Services Department staff prior to the March 5, 2010 deadline.

Commissioner Gilbert reported that the Grants Committee reviewed Financial and Narrative Statements on May 17, 2010 and recommends acceptance and forwarding to City Council for final approval. She noted that one recipient, Enrichment Through Employment, did not spend \$942.06 of their total grant amount and returned the unused funds.

MOTION: Commissioner Hays moved to accept the 2009 Financial and Narrative Statements for Non-Profit Social Service Agencies and to recommend to roll unused funds (\$942.06 from Enrichment Through Employment) to the 2011 Grant Program. Commissioner Mayeda seconded the motion; a voice vote reflected unanimous approval (absent Commissioner Taniguchi and Chairperson Ning).

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