

RESOLUTION 2026-###

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO (1) ACCEPTING A PRESENTATION ON THE SAN PABLO COMMUNITY FOUNDATION GRANT PROGRAM; (2) AUTHORIZING THE CITY MANAGER TO AMEND AND OPTIMIZE BUDGET RESOURCE ALLOCATION FOR THE ANNUAL SAN PABLO COMMUNITY FOUNDATION GRANT APPLICATION GUIDELINES, PROGRAM CRITERIA, AND POLICY CHANGES FOR FY 2026-27 PROGRAM IMPLEMENTATION; (3) RECOMMENDING A TOTAL FUNDING ALLOCATION OF \$75,000 TO BE INCLUDED IN THE DRAFT FY 2026-27 AND FY 2027-28 CITY BIENNIAL GF OPERATING BUDGET UNDER THE CITY COUNCIL DEPARTMENTAL BUDGET (100-110-44050) FOR SCHEDULED ADOPTION BY THE CITY COUNCIL PRIOR TO JULY 1, 2026

WHEREAS, *Build a Healthy Community and Enhance Community Resilience* are adopted policy items under the FY 2025-27 City Council Priority Workplan, effective April 7, 2025;

WHEREAS, since its inception, the San Pablo Community Foundation (SPCF) Grant Program has been operating efficiently, offering an annual mini-grant program aimed at local and regional non-profits that fund a variety of services that align with the City Council's Priority Workplan, ultimately benefiting the San Pablo community;

WHEREAS, City staff reviewed the Annual SPCF grant program and recommend several improvements for the upcoming FY 2026-27 program, effective July 1, 2026;

WHEREAS, these changes aim to streamline budget allocation, avoid duplicate funding requests, and increase funding availability for local and qualified non-profit and community service organizations;

WHEREAS, in doing so, the City Council will be able to provide additional financial support and discounted fee waivers annually to these qualified local community groups and organizations on an annual basis;

WHEREAS, on December 3, 2025, the Community Services Standing Committee (Councilmembers Arturo Cruz and Abel Pineda) received an updated presentation from Community Services Department staff who administer the Annual SPCF grant program of all program/policy and recommended funding changes, with all proposed amendments and changes to the San Pablo Community Foundation Grant program application, guidelines, and policy changes were reviewed by the CSSC and recommended for formal review and approval by the City Council;

WHEREAS; in summary, the proposed policy changes and reallocation of budgeted funding for the Annual SPCF grant program will allow City staff to optimize resources for FY 2026-27 program implementation as detailed below:

Summary of Annual SPCF Grant Program Changes for FY 2026-27 Program Implementation			
Area Description	FY 2025-26	<i>Recommended Change</i>	FY 2026-27 (If adopted, changes would reflect)
Total Funds Available	\$100,000	<i>Increase of \$20,000 in total funding</i>	\$120,000 in total funds available
Funding Sources (General Fund)	City GF: \$55,000	<i>Increase of \$20,000 in total funding</i>	
Funding Categories	Single pool for services/activities/events	<i>New category structure; added Event Sponsorship</i>	City GF: \$75,000
City Council Sponsorship Restriction	Annual Budget to accept Event Sponsorship of \$30,000 and Fee Waiver request	<i>Creates a tracking system so that organizations are not benefiting from multiple city resources</i>	Reduce the budget to \$0 and have organizations apply for the grant
Scoring Rubric – Total points and Category Weights	100 points Return to Source (10); Workplan (15); Fiscal (20); Collab (15); Originality (25); Funding (15)	<i>Scale reduced from 100 to 50. Weights adjusted; reduced points for some categories</i>	50 points Return (10); Workplan (15); Fiscal (10); Collab (5); Originality (5); Funding (5)
Required Documents	Application; Organization Budget; Nonprofit Corporation Certificate of Status; List of Current Board of Directors; IRS W-9; IF using a fiscal sponsor, MOU	<i>If Services, activities, or events occur at a school site or other shared location(s), a letter of support from a school administrator (for schools) or other executive director or lead management staff is required in the application.</i>	Application; Organization Budget; Nonprofit Corporation Certificate of Status; List of Current Board of Directors; IRS W-9; IF using a fiscal sponsor, MOU; If services/activities/events occur at a school site or other shared location(s), a letter of support is needed.

WHEREAS, this proposed action is not a project as defined by CEQA; and

WHEREAS, Staff recommends reallocating funds in the City Council Departmental Budget (#100-1110-44050) to increase the Annual SPCF Program funding from \$55,000 to \$75,000 annually, effective July 1, 2026, combined with annual corporate sponsorships from the San Pablo Lytton Casino (\$25,000), Republic Services (\$15,000), and a voluntary contribution from the Senior Advisory Board (\$5,000), the total Annual SPCF Program funding for FY 2026-27 program implementation would be up to \$120,000 annually, resulting in a net program increase of +\$20,000 annually available to local qualified, non-profit/community service organizations serving San Pablo residents.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Pablo hereby accepts staff's presentation on the San Pablo Community Foundation Grant Program;

BE IT FURTHER RESOLVED that the City Council of the City of San Pablo hereby authorizes the City Manager to proceed to amend and optimize budget resource allocation for the annual San Pablo Community Foundation Grant Application Guidelines, Program Criteria, & Policy Changes for FY 2026-27 Program Implementation;

BE IT FURTHER RESOLVED to recommend a total funding allocation of \$75,000 to be included in the DRAFT FY 2026-27 & FY 2027-28 City Biennial GF Operating Budget under the City Council Departmental Budget (100-110-44050) for scheduled adoption by the City Council prior to July 1, 2026; and

BE IT FURTHER RESOLVED that the foregoing recitations are true and correct and are included herein by reference as findings.

Adopted this 2nd day of February 2026, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

ATTEST:

APPROVED:

Dorothy Gantt, City Clerk

Elizabeth Pabon-Alvarado, Mayor