



OFCY GRANT RENEWAL POLICY – FY2019-2022

OFCY’s Grant Renewal Policy is based on the ability of programs to meet minimum requirements for satisfactory performance and grant compliance, based on the mid-year and third quarter program review.

Satisfactory performance is defined as fully achieving (100%) the annual benchmarks for client enrollment and hours of services to be provided set for each program.

Minimum satisfactory performance is defined as achieving 80% of the annual benchmarks set for each program.

Grant compliance is defined as submitting accurate and complete reports by deadline, submitting no more than one late report annually, and meeting contractual obligations¹.

Grant Renewal Performance Benchmarks				
Minimum Satisfactory Performance – Enrollment (% of Annual Goal)				
	Q1	Q2	Q3	Q4
Summer Programs	80%	-	-	-
All Other Strategies	-	40%	60%	80%

Minimum Satisfactory Performance – Hours of Service (% of Cumulative Quarterly Goal)				
	Q1	Q2	Q3	Q4
Summer Programs	80%	-	-	-
All Other Strategies	-	80%	80%	80%

Programs falling below performance standards at the mid-year review will be monitored by OFCY staff to ensure improvements in programming and progress towards projections. This may include taking steps towards corrective action to address performance shortfalls. Programs identified at the mid-year review as falling below standards will have their performance further reviewed at the completion of the third quarter, with programs’ progress as a consideration in the staff funding renewal recommendation.

Programs that fall below standards at the mid-year and third quarter review may not be recommended for renewal funding. Staff may also recommend revisions to a program’s budget and/or scope of work prior as a consideration for a renewal. Programs will have the opportunity to provide comments to the OFCY Planning and Oversight Committee (POC) in a public meeting. The POC will make a final recommendation to the City Council concerning grant renewals.

¹ The OFCY grant contract includes agreements covering evaluation and monitoring, publicity, conflict of interest, non-discrimination/equal employment practices, and other items.