

# Minutes

FY 2017 Neighborhood Project Funds  
December 8, 2016, 5:30 pm  
Jack Reidy Conference Room  
140 W Pine Street

Committee members present: Gwen Jones, Jeff Stevens, Mary LaPorte, Dave Chrisman, Jesse Neidigh, Jane Kelly (ex-officio) Note: Gwen Jones had to leave after item #4.

1. Introductions to items were made.
2. The minutes from November 14, 2016 and November 15, 2016 were approved as posted.
3. The committee reviewed small grant proposal for Upper Rattlesnake Trail reconstruction. Dave made a motion to approve the grant for \$500. Jeff seconded the motion which passed unanimously.
4. The committee reviewed the Grant Creek large grant request for \$3,000. It was scored in the same manner as all large grants are scored and received 270 points. Comparing this to the regular grants that were earlier received and scored, it placed second. As discussed at Community Forum Leadership Team in November, if there was an extra grant that was high scoring and not enough funding, then the Community Forum would consider using their reallocated funds for this. Mary made a motion, which was seconded, that a reallocated funds request will be submitted to the Community Forum Leadership Team for inclusion on the January Community Forum agenda. The motion passed unanimously. (This was noted to be contingent on approval of Parks and Rec; Parks and Rec did approve it on 12/9/16.)
5. The committee looked at the question, "How much involvement should we require of the neighborhood in which the grant will be used? What if the area where a project will be is in an inactive neighborhood, a neighborhood that has no grant writers, a neighborhood with little interest in the project?" Jess made a motion to increase the weight factor from 4 to 6 on the Level 2 scoring on the grant application. Dave seconded the motion which passed unanimously.
6. Are we satisfied that the current process doesn't allow unqualified folks to lead/coordinate projects? Where in our process do we require some indication of competence? No action at this time.
7. The committee reviewed the question, "Do we believe the application is as short and clear as possible? Does it reflect what we want the review committee to do? Does

anything need changing?" Dave volunteered to work on reformatting the grant application to improve it.

8. Is there a procedure that will allow the grants to have a preliminary review for errors, omissions, etc. ahead of the committee's final decision? Should the grant writers have a chance to improve their grants before the final review? Can this be done so it doesn't nitpick and isn't a burden to the Office of Neighborhoods staff? No action at this time.
9. Announcements—none
10. Public comment on non-agenda items-none
11. Adjourn