



AGENDA July 12, 2022

GRANTS ADVISORY COMMISSION MEETING
5:30 p.m.
Council Chambers
311 Vernon Street
Roseville, California
www.roseville.ca.us/CORTV

The meeting may be viewed on Comcast channel 14, Consolidated Communications channel 73, and AT&T U-Verse. Grants Advisory Commission meetings are also video streamed live on the City's website at roseville.ca.us/watch and roseville.ca.us/agenda, and the City's YouTube channel at youtube.com/CityofRosevilleCa.

THE CITY OF ROSEVILLE WELCOMES YOUR PARTICIPATION

If an agenda item is open to public comment, such public comment shall be addressed to the chair of the meeting.

Public Comment - Speakers have three minutes under Public Comment to speak on issues that are not listed on the agenda and are within the City's jurisdiction. The Brown Act does not permit any action or discussion on items not listed on the agenda.

Consent Calendar - If applicable, the Consent Calendar consists of routine items that may be approved by one motion. Any person can remove an item from the Consent Calendar to be discussed separately.

Agenda Items - Speakers have five minutes to address items that are listed on the agenda.

Americans with Disabilities Act - Notify the City Clerk or Secretary at least 72 hours in advance if special assistance is required to participate in a meeting including the need of auxiliary aids or services.

Audio/Visual Presentations - If making a presentation regarding an agenda item, audio/visual materials must be submitted to the City Clerk or Secretary at least 72 hours in advance.

Roseville City Clerk 311 Vernon Street, Roseville, CA 916-774-5200 TDD 916-774-5220

1. CALL TO ORDER

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENTS

5. MINUTES

5.1. Minutes of June 14, 2022 Meeting

Review and approve the Draft Minutes for the June 14, 2022 Grants Advisory Commission meeting.

6. PRESENTATION/REVIEWS/ACTION ITEMS

6.1. ARPA Grant Funding and Subcommittee Formation

Introduction of the ARPA Grant Funding, approval of the expedited funding calendar and formation of a subcommittee to review and score the new applications.

6.2. Citizen's Benefit Fund/REACH Check Presentations

Presentation of grant award checks to the 2022-2023 Citizen's Benefit Fund and REACH grant recipients.

6.3. Formation of Subcommittee to Refine Application Requirements

Staff recommends that the Grants Advisory Commission form a subcommittee to further refine grant application requirements for current and future grant funding cycles.

6.4. Election of Chair and Vice Chair for 2023/2024 Funding Cycle

The Grants Advisory Commission will appoint a Chair and Vice Chair for the upcoming FY2023-24 funding cycle.

6.5. Adopt 2023/2024 Work Plan/Funding Cycle Calendar

Staff requests that the Grants Advisory Commission review the draft 2023/2024 Work Plan calendar.

7. COMMISSIONER / STAFF REPORT

8. ADJOURNMENT



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: Minutes of June 14, 2022 Meeting
Contact: Heather Blanco 916-746-1171 hblanco@roseville.ca.us

Meeting Date: 7/12/2022
Item #: 5.1.

RECOMMENDATION

Review and approve the Draft Minutes for the June 14, 2022 Grants Advisory Commission meeting.

BACKGROUND

Respectfully Submitted,

Heather Blanco, Executive Assistant

ATTACHMENTS:

Description

DRAFT_GAC Minutes 6-14-2022 Meeting



MINUTES
June 14, 2022
VIDEO

GRANTS ADVISORY COMMISSION MEETING

5:30 p.m.

Council Chambers
311 Vernon Street
Roseville, California
www.roseville.ca.us/CORTV

The meeting may be viewed on Comcast channel 14, Consolidated Communications channel 73, and AT&T U-Verse. Grants Advisory Commission meetings are also video streamed live on the City's website at roseville.ca.us/watch and roseville.ca.us/agenda, and the City's YouTube channel at youtube.com/CityofRosevilleCa.

1. CALL TO ORDER

The meeting called to order by Chair Carroll at 5:31p.m.

2. ROLL CALL

Roll Call taken by Recording Secretary Blanco.

Present:

Chair Carroll

Vice Chair Gibson

Commissioner Heywood

Commissioner Perez

Commissioner Reed

Youth Commissioner Leung

Excused Absent:

Commissioner Acosta

Commissioner Kriz

3. PLEDGE OF ALLEGIANCE

Chair Carroll led the Pledge of Allegiance.

4. PUBLIC COMMENTS

No Public Comment received.

5. MINUTES

5.1. Minutes of April 12, 2022 Meeting

Review and approve the Draft Minutes for the April 12, 2022 Grants Advisory Commission meeting.

Motion by Renee Perez, seconded by Vanessa Reed, Approve Motion. The Motion Passed.

Roll call vote: Ayes: Carroll, Gibson, Perez, Reed

Absent: Acosta, Kriz

Abstain: Heywood

6. PRESENTATION/REVIEWS/ACTION ITEMS

6.1. Debrief on Grants Advisory Commission 2022/2023 Funding Cycle

The Commissioners and the public, including grant applicants and recipients, will participate in a debrief of the 2022/2023 grant funding cycle and share their views on the process and outcomes.

The commissioners analyzed the current evaluating system and the questions used to select grant awardees. This was a discussion only item.

Commissioner Acosta submitted her written comments to the other commissioners for review.

The commissioners deliberated about:

- Social Determinants of Health
- Even Distribution and how we can encourage this on the front end of the process
- Priority Groups

The majority of the commissioners agreed they would like to give the current process from the Kone Report a few more cycles before making changes. Some of the reasons for keeping these as they were implemented are:

- The organizations know better than the commission on which is the best fit for their organization and project programs
- COVID - impacts of COVID are ongoing right now, organizations may be receiving funds covered under COVID, the social determinant of health needs could change because of COVID, the future is unknown right now
- Commissioners, Staff, and Stake Holders participated in developing the Kone process and during this cycle staff did not receive any complaints or

questions about understanding the questions, priority groups or social determinants of health

- Site visits are encouraged and important for commissioners to gather information about the project or program, how the application process went, any follow up questions or concerns

Focusing on Roseville

The commissioners discussed how to better capture the "Focus of Roseville" by possibly changing the wording in the questionnaire to be more in line with CDBG Grant questions which narrow down how the money will be spent in the Roseville community. Although not all of the money for GAC would need to be only spent in Roseville, but identifying how much of it and how many Roseville residents it will benefit is important. Commissioner Acosta mentioned adding zip codes where the funds for the projects will be spent.

- maybe a future sub-committee to review the questions and matrix would be needed

Prompting and Guiding in the questions for consistency

- This would allow organizations without grant writers to be more competitive with those agencies with professional grant writers.

Adding Feedback to application process

Discussed having the follow up question after the funding recommendations for a more honest and accurate account to the process. This is another opportunity when doing a site visit to inquire feedback on our process too.

Council Priorities

- Discussed aligning with the Council Priorities at the workshops.

Effectiveness and Maximum Impact

Commission discussed how they could make changes to make sure the money is serving more people with these funds vs small 1-5 people being awarded in a project without discouraging smaller organizations from applying.

Front end Process

Think about the responsibilities of the additional material verifications such as business license, Secretary of State registration, etc. and who will verify the attachments?

Virtual Training

Due to the resources provided, commissioners agreed to not make the workshop mandatory.

Sub-Committee

- Set up a Sub-Committee at the July meeting

Chair Carroll surveyed the commissioners if an administrative meeting in July after check presentation meeting which all agreed to.

7. COMMISSIONER / STAFF REPORT

Staff

T. Isom - provided feedback to the commission regarding council comments from the meeting when grant recommendations were presented to City Council. Question from council regarding an umbrella organization that funded smaller applications, "Was funding going specifically to the larger organization?" The answer was yes.

Council Member Alvord thanked the commission and efforts ensuring the funds go towards city goals and happy commission is reviewing previous project success.

Commissioners

- **YC Leung** - interested in spot lighting the grants commissions with multiple media platforms to expand participation and making the citizens aware of the commissions work. Commissioners were all excited about this idea.

Staff J. Levy mentioned with the direction of the commission he could reach out to the City Communications team to discuss how we could brand the idea YC Leung is suggesting.

Commissioners complimented YC Leung on his proactive thinking and his involvement with the commission.

Commission has directed Levy to communication with the City to evaluate options with the City's Communications Team.

8. ADJOURNMENT

Meeting adjourned at 6:53p.m.

Motion by Dawn Heywood, seconded by Michelle Gibson, Approve Motion.
The Motion Passed.

Roll call vote: Ayes: Carroll, Gibson, Heywood, Perez, Reed

Absent: Acosta, Kriz

DRAFT



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: ARPA Grant Funding and Subcommittee Formation
Contact: Trisha Isom 916-746-1239 tisom@roseville.ca.us

Meeting Date: 7/12/2022
Item #: 6.1.

RECOMMENDATION

Following staff-provided information concerning ARPA Grant Funding, staff recommends approval of an expedited ARPA funding calendar, materials, process, scoring and funding focus/categories; and formation of a temporary, limited purpose, subcommittee to review, score the new applications and make funding recommendations to the full Commission for consideration; all ultimately subject and contingent on final Council approval.

BACKGROUND

The City Council granted \$1 million of American Rescue Plan Act (ARPA) funds to the Grants Advisory Commission (GAC) for distribution to the Roseville community. City of Roseville ARPA funds may be distributed to replace lost public sector revenue and are not restricted for use to fund COVID related programs. Therefore, the GAC will disburse these funds as part of its grant award process. Distribution of the \$1M will occur over the next three fiscal years as follows:

- FY 22/23 - \$350,000 – to be distributed ASAP, with an expedited cycle
- FY 23/24 - \$350,000 – to be added to 23/24 GAC funding cycle
- FY 24/25 - \$300,000 – to be added to 24/25 GAC funding cycle

Expedited Process

In order to distribute the 2022/2023 ARPA funding prior to the end of the calendar year, staff has created an expedited funding calendar. Staff is also recommending to form a subcommittee, of no more than three (3) commissioners, to review, score and recommend funding for these applications. Applications will be available to submit in Zoomgrants on July 18, 2022 and are due by August 12, 2022. The subcommittee will report out on the funding recommendations at the October 11, 2022 GAC meeting for consideration and approval by the full Commission. Staff will present final GAC funding recommendations, and request approval of the elements (such as deviations from the current GAC Implementation Plan) relating to the expedited cycle, to City Council at the November 2, 2022 Council Meeting.

Applications

The application questions will largely remain the same as they meet the spirit of the additional funds.

The scoring for the 22/23 ARPA funds will be adjusted to ensure that current programs are not over-funded and that funds are disbursed in the City of Roseville or to programs benefiting Roseville residents. Projects and programs must still fall within the five social determinates of health but some adjustments will be made, contingent on final Council approval, to the typical funding categories. As the 22/23 ARPA funds are in addition to the 22/23 CBF and REACH funds, adjustments were made to ensure that the additional funds do not duplicate programs recently funded. Priority will be given to applications that request \$20,000 or more in the following categories:

- One-time programs or projects
- Operational/Mission Support for new programs or expansion of programs

The GAC is aware that the non-profits who operate in Roseville are dedicated to providing important programs and services for the community. The additional funds approved for Fiscal Year 2022/2023 will not only assist to expand current programs but will also allow for the addition of new programs and projects.

Respectfully Submitted,

Trisha Isom, Housing Manager

ATTACHMENTS:

Description

Draft 22/23 Expedited Funding Calendar

ARPA Funding Scoring Scale

22/23 ARPA Grant Guidelines

Grants Advisory Commission Expedited Work Plan for the 22-23 ARPA Funding Cycle

Date:	Agenda items/Funding Activity
July 12, 2022 (5:30 pm)	Agenda: Introduce new ARPA funding source Select Subcommittee members Adopt 22/23 Expedited ARPA Work Plan and Funding Cycle Calendar
July 18, 2022	Grant Applications available – link to Zoomgrants posted on City website Applicants encouraged to watch January 2022 workshop
August 12, 2022	Grant Applications due in Zoomgrants by 5:00 pm
August 15, 2022	Staff determines application completeness
August 27, 2022 – September 18, 2022	Subcommittee to review applications in ZoomGrants and score applications
9/19/22 – 9/30/22	Subcommittee to meet virtually and make funding recommendations
October 11, 2022 (5:30pm)	Agenda: Full Commission to approve final funding recommendations
November 2, 2022	Staff to take funding recommendations to City Council
Checks to be mailed after agreements have been signed in order to expedite the funding.	



Review Criteria for FY2022-2023 ARPA Funding Cycle

Grant Threshold Requirements

Applications will only be considered if:

- Applicant has submitted all of the required application documents by the application deadline.
- Applicant has submitted required annual report(s) for most recent CBT and/or REACH grants.

Grant Application Scoring Questions and Scoring Scale

Scoring Questions	Scoring Scale
1. Application demonstrates a need for the new or expanded project or program.	25
2. Application clearly defines the project/program and how success is measured.	10
3. Application reflects requirements and mission of the ARPA guidelines and demonstrates the selected Community Need.	15
4. Requested funds demonstrates an impact on the Roseville community	25
5. Project budget is clear and request is reasonable given the proposed project/program and the organization's experience and capacity.	15
6 Application clearly identifies additional funding support and will reduce costs or generate additional revenue to cover project/program and operating costs.	10
TOTAL POINTS	100

7/6/2022



American Rescue Plan Act 2022-2023 FUNDING GUIDELINES

History and Purpose	The City Council granted \$1 million of American Rescue Plan Act (ARPA) funds to the Grants Advisory Commission (GAC) for distribution to the Roseville community. City of Roseville ARPA funds may be distributed to replace lost public sector revenue and are not restricted for use to fund COVID related programs. The purpose of the funds is to assist in improving the quality of life for the citizens of the City of Roseville.
Funds Available	The Roseville Grants Advisory Commission has \$350,000 in ARPA funds to distribute to agencies “to improve the quality of life for the citizens of the City of Roseville”. The City is looking to fund a limited number of high impact projects and programs that result in measurable outcomes.
Targeted Maximum Awards	There are no maximum funding awards. Private Schools including Parent Teacher Club’s PTC’s, Preschools, Booster Clubs, etc. should submit <i>only one application per school site</i> .
Eligibility	Private schools and non-profit 501(c)(3) or 501(c)(4) organizations serving citizens of Roseville are eligible to apply. Grants will not be made for religious purposes/activities or to organizations that discriminate on the basis of race, religion, color, national origin, ancestry, physical or mental disability, veteran status, medical condition, marital status, age, sex, or sexual orientation. Grants will not be made for religious or sectarian activities. Applicants who failed to submit a Final Report from the prior funding year (2020-2021 funding cycle) are not eligible to apply during the 2022-23 funding cycle.
Disqualification	The Grants Staff Liaison makes the decision based upon the written materials submitted by your organizations. Applications submitted without required and/or complete documents will be disqualified.
Public Documents	All grants submitted to the City become public documents and are available to the public for review. If you would like a section or your entire application kept confidential, please mark the top of the application “CONFIDENTIAL” and the City Attorney’s office will review your request. Examples of documents that may qualify include those with reference to trade secrets or home addresses of Board Members. Staff will contact the applicant within 10 days of submittal of a request for confidentiality to provide a response to the request.
Roseville Business License	The Roseville Municipal Code requires anyone conducting business within the City of Roseville to have a current business license on file with the City of Roseville. This includes non-profits doing business or providing services in Roseville. Forms are available at the Finance counter in the Roseville Civic Center. The City of Roseville will waive the license fee for non-profit organizations however there is a \$1.00 State fee that will be collected. An active Roseville business license is required for a complete application. Applicants without a business license will be disqualified.

<p>State Prevailing Wage Laws</p>	<p>All Works of Improvement within the State of California that receive public funds in an amount greater than \$1,000 are subject to prevailing wage laws. Prevailing wage law was detailed in SB975 and became effective January 1, 2001. The law requires that any “construction, alteration, demolition, installation, or repair work done under contract and paid for in whole or in part out of public funds” must pay laborers the general prevailing wage rate. Grant applicants should read California Labor Code Sections 1771 and 1720 for more information regarding prevailing wage laws and refer to the State Department of Industrial Relations website at www.dir.ca.gov. Applicants are also encouraged to consult with their attorneys and/or accountants to ensure that the proposed project will include the documentation and resources to demonstrate compliance with state law.</p>
<p>Funding, Limitations and Reporting</p>	<p>The Grants Advisory Commission will make its recommendations in October 2022 with final action by the City Council in November 2022. Grant funds are expected to be available to successful applicants on or after November 14, 2022, following submittal of the signed Grant Agreement to the City Manager’s Office. Awards are made for one year only and in no way imply that funding will be awarded in subsequent years.</p> <p>Grant funds must be used for the purpose specified in the grant application. Grant funds are intended to supplement, not supplant funding or programs that already exist. All funds must be spent by December 31, 2023, or returned to the City. Final Reports should include details regarding project expenditures and results. Failure to provide a Final Report by January 31, 2024 will disqualify an applicant from the next funding cycle for which the applicant would otherwise be eligible.</p>
<p>Dates and Deadlines</p>	<p>July 18, 2022: Link to online Grant Application available on the City’s main webpage and at www.roseville.ca.us/grants</p> <p>Applicants are STRONGLY ADVISED to view the recording of the GAC workshop held on January 11, 2022 to receive instruction and understand the modifications that have been made to the application requirements.</p> <p>August 12, 2022: Completed Grant Applications must be submitted online at www.zoomgrants.com by 5:00 p.m. PST</p>
<p>For more information</p>	<p>Visit the City’s Grants website at www.roseville.ca.us/grants or contact Heather Blanco, Secretary to Grants Advisory Commission at hblanco@roseville.ca.us or (916) 746-1171.</p>



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: Citizen's Benefit Fund/REACH Check Presentations
Contact: Trisha Isom 916-746-1239 tisom@roseville.ca.us

Meeting Date: 7/12/2022
Item #: 6.2.

RECOMMENDATION

Presentation of grant award checks to the 2022-2023 Citizen's Benefit Fund and REACH grant recipients.

BACKGROUND

The following grant recipients and amounts have been approved by the Commission and City Council for the 2022-2023 grant year.

Checks will be presented to the organizations listed in the following table and the attachment to this report.

**2022-23 GRANTS ADVISORY COMMISSION
 Citizen's Benefit Fund (CBF) and REACH Grant Funding**

Organization	Project/Program	CBF Funding	REACH Funding
Priority Group: Strategic One-Time Grants			
Placer Food Bank (PFB)	Warehouse Equipment for Hunger Relief	\$26,083	
Priority Group: Operational/Mission Support			
Tommy Apostolos Fund	Tommy Apostolos Shopping Day	\$15,000	
Stand Up Placer, Inc.	Roseville Embedded Advocate Response Program	\$30,000	
Lighthouse Counseling	Preventing ACE's in the Age of COVID	\$23,232	\$1,768
Placer County Law Enforcement Chaplaincy	Mission Support	\$15,000	
Placer Veterans Stand Down. Inc.	Placer Veterans Stand Down. Inc.	\$15,000	

Seniors First	Meals On Wheels & Groceries	\$26,839	
Saint Vincent de Paul Society	Food Locker Program	\$13,972	
Roseville Police Activities League	RPAL Summer Program	\$10,500	
Child Advocates of Placer County	Prosper Placer/Family Mentors	\$8,500	
A Touch of Understanding, Inc. (ATOU)	Disability Awareness Program	\$9,917	
Boys & Girls Club of Placer County	Summer Camp Scholarships	\$12,478	
Keaton's Child Cancer Alliance	Thriving Together Program	\$14,071	
Sierra College Foundation	Care Pack Project	\$11,571	
Priority Group: Small Requests			
The Petal Connection	Cultivating "Grow a Row"	\$10,000	
Lilliput Children's Services	Emergency Assistance	\$5,000	
Defending the Cause Regional Alliance, Inc.	Love in Action Project	\$7,000	
Silver Wishes Inc.	Mobility Wish Granting Project	\$1,500	
United Cerebral Palsy Association of Greater	A Much Needed Break for Guardians	\$7,250	
Placer Advanced Robotics and Technology	Placer Advanced Robotics and Technology	\$10,000	
Oakmont Parents Club	Oakmont Parents Club	\$5,000	
Totals		\$277,913	\$1,768

Respectfully Submitted,

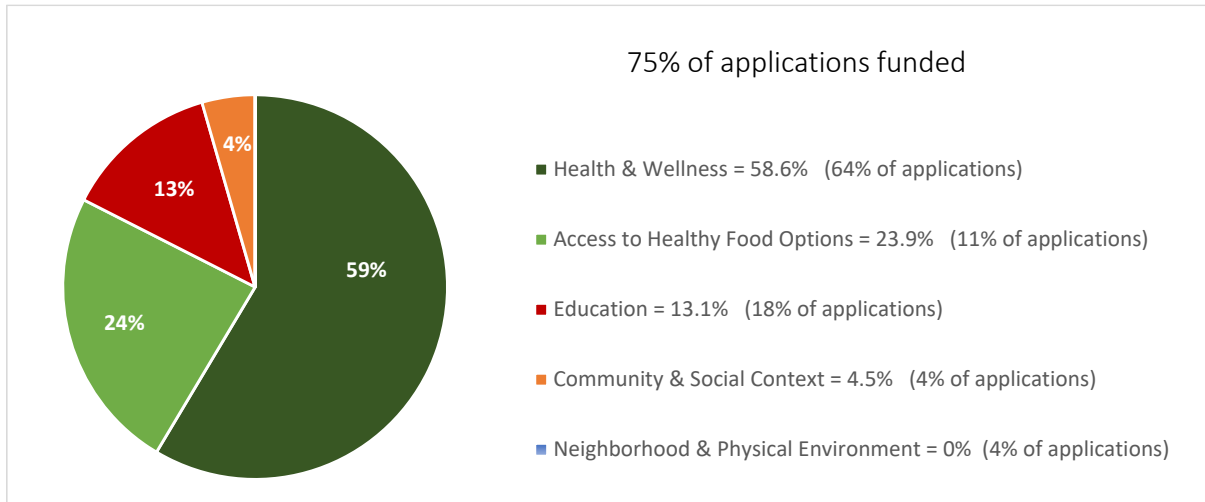
Trisha Isom, Housing Manager

ATTACHMENTS:

Description

22/23 Award Summary

2022-2023 Grant Awards by Funding Category



Organization	Project/Program Description	Category/Community Need Area	Amount
Stand Up Placer, Inc.	Roseville Embedded Advocate Response	Health and Wellness	\$ 30,000
Seniors First	Meals On Wheels & Groceries	Access to Healthy Food Options	\$ 26,839
Placer Food Bank	Purchase of two industrial pallet jacks	Access to Healthy Food Options	\$ 26,083
Lighthouse Counseling & Family Resource Cntr	Preventing ACEs & Suicide Prevention	Health and Wellness	\$ 25,000*
Tommy Apostolos Fund	Tommy Apostolos Shopping Day	Health and Wellness	\$ 15,000
Placer County Law Enforcement Chaplaincy	Mission Support	Health and Wellness	\$ 15,000
Placer Veterans Stand Down, Inc.	Placer Veterans Stand Down, Inc.	Health and Wellness	\$ 15,000
Keaton's Child Cancer Alliance	Thriving Together Program	Health and Wellness	\$ 14,071
Saint Vincent de Paul Society	Food Locker Program	Access to Healthy Food Options	\$ 13,972
Boys & Girls Club of Placer County	Summer Camp Scholarships	Community and Social Context	\$ 12,478
Sierra College Foundation	Care Pack Project	Education	\$ 11,571
Roseville Police Activities League	RPAL Summer Program	Health and Wellness	\$ 10,500
The Petal Connection	Cultivating "Grow a Row"	Health and Wellness	\$ 10,000
Placer Advanced Robotics and Technology	Placer Advanced Robotics & Technology	Education	\$ 10,000
A Touch of Understanding, Inc. (ATOU)	Disability Awareness Programs	Education	\$ 9,917
Child Advocates of Placer County	Prosper Placer/Family Mentors	Health and Wellness	\$ 8,500
United Cerebral Palsy Association of Greater Sac	A Much Needed Break for Guardians	Health and Wellness	\$ 7,250
Defending the Cause Regional Alliance, Inc.	Love in Action Project	Health and Wellness	\$ 7,000
Lilliput Children's Services	Emergency Assistance	Health and Wellness	\$ 5,000
Oakmont Parents Club	Oakmont Parents Club	Education	\$ 5,000
Silver Wishes Inc.	Mobility Wish Granting Project	Health and Wellness	\$ 1,500

Total Grant Funds \$ 279,681

* \$1,768 of grant award from Roseville Employees Annual Charitable Hearts (REACH) donations



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: Formation of Subcommittee to Refine Application Requirements
Contact: Trisha Isom 916-746-1239 tisom@roseville.ca.us

Meeting Date: 7/12/2022
Item #: 6.3.

RECOMMENDATION

Staff recommends that the Grants Advisory Commission form a sub committee to further refine grant application requirements for current and future grant funding cycles.

BACKGROUND

At the June 14, 2022 Grants Advisory Commission (GAC) meeting, commissioners discussed forming a subcommittee to work on refining certain application requirements and processes. These refinements will assist both applicants and commissioners by improving application requirements and directions. The subcommittee will review and refine the following:

1. Application questions and scoring
2. Required items attached to annual application
3. Improvements to annual workshop

Staff recommends that the GAC form a subcommittee, of no more than three (3) commissioners, to refine the above application requirements and processes.

Respectfully Submitted,

Trisha Isom, Housing Manager



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: Election of Chair and Vice Chair for 2023/2024 Funding Cycle
Contact: Trisha Isom 916-746-1239 tisom@roseville.ca.us

Meeting Date: 7/12/2022
Item #: 6.4.

RECOMMENDATION

The Grants Advisory Commission will appoint a Chair and Vice Chair for the upcoming FY2023-24 funding cycle.

BACKGROUND

Respectfully Submitted,

Trisha Isom, Housing Manager



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: Adopt 2023/2024 Work Plan/Funding Cycle Calendar
Contact: Trisha Isom 916-746-1239 tisom@roseville.ca.us

Meeting Date: 7/12/2022
Item #: 6.5.

RECOMMENDATION

Staff requests that the Grants Advisory Commission review the draft 2023/2024 Work Plan calendar.

BACKGROUND

Each year the Commission creates a work plan for the funding year ahead. Enclosed is the draft plan for the upcoming year. The Commission is being asked to review the draft 2023-2024 Work Plan for the upcoming funding cycle, provide feedback and take action on the plan.

Respectfully Submitted,

Trisha Isom, Housing Manager

ATTACHMENTS:

Description

2023/2024 Draft Work Plan Funding Cycle Calendar

Grants Advisory Commission Work Plan Calendar for the 2023-2024 Funding Cycle

Date:	Agenda items/Funding Activity
July 12, 2022 (5:30pm)	Agenda: ARPA Funding and Work Plan calendar presentation 22/23 Grant Check Presentation GAC Refinement Subcommittee Selection Elect Chair and Vice Chair Adopt 2023/24 Work Plan/Funding Cycle Calendar
<i>August - September 2022</i>	<i>ARPA and Refinement Subcommittees to meet</i>
October 11, 2022 (5:30pm)	Agenda: 22/23 ARPA Funding Recommendation 22/23 Subcommittee Report on proposed changes Review Grant Guidelines and Application Review and approve Year End Summary reports
November 8, 2022 (5:30 pm / 7:00 pm)	Agenda (5:30 pm): Interview Youth Commissioner Applicants Agenda (7:00 pm): Recommendation of Youth Commissioner Review Roles/Responsibilities for Applicant Workshop
<i>December 5, 2022</i>	<i>Grant Applications available - posted on City website</i>
<i>December 13, 2022</i>	<i>No meeting</i>
January 10, 2023 (5:30pm)	Agenda: Applicant Workshop ATTENDANCE STRONGLY ADVISED FOR APPLICANTS
<i>February 6, 2023</i>	<i>Grant Applications due by 5:00 pm</i>
<i>February 14, 2023</i>	<i>No meeting</i>
<i>March 3, 2023</i>	<i>Staff finalizes application completeness</i>
<i>March 4, 2023 – April 3, 2023</i>	<i>Commissioners review applications in ZoomGrants and score applications</i>
March 14, 2023 (5:30pm)	Agenda: Items as needed for application review/processing
April 11, 2023 (5:30pm)	Agenda: Funding Workshop - Funding Recommendations made by Commissioners
May 9, 2023 (5:30pm)	Agenda: Funding Workshop (continued if needed)
June 13, 2023 (5:30pm)	Agenda: Items as needed to support Commission efforts
July 11, 2023 (5:30pm)	Agenda: Grant Check Presentations