



AGENDA

June 9, 2020

GRANTS ADVISORY COMMISSION MEETING
5:30 p.m.
City Council Chambers 311 Vernon Street
Roseville, California

Commissioners may teleconference pursuant to Executive Order N-29-20. Members of the public may view the meeting on Comcast channel 14, Consolidated Communications channel 73 and AT&T U-verse. City Council meetings are also video streamed live and are available on the City's website and YouTube channel. Members of the public may offer public comment by the following means:

Dial in Phone Number: 916-774-5353
Email: citycouncil@roseville.ca.us

If you need a disability-related modification or accommodation to participate in this meeting, please contact Voice: 916-774-5200, TDD: 916-774-5220.
Requests must be made as early as possible

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. Meeting Minutes for May 12, 2020 Meeting of the Grants Advisory Commission
Meeting Minutes for May 12, 2020 Meeting of the Grants Advisory Commission.

6. PRESENTATION/REQUESTS/ACTION ITEMS

- 6.1. FY2020-2021 Grants Advisory Commission Work Plan and Funding Cycle Calendars

Commission will review and approve revisions to the 2020-2021 Work Plan and Funding Cycle calendars.

7. COMMISSIONER / STAFF - REPORTS

- 7.1. GAC Subcommittee Report on CNA Recommendations

The Grants Advisory Commission's subcommittee report out on development of implementation strategies relating to Kone' Consulting Community Needs Assessment (CNA) recommendations.

8. ADJOURNMENT



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: Meeting Minutes for May 12, 2020 Meeting of the Grants Advisory Commission

Contact: Melissa Hagan, GAC Recording Secretary, mhagan@roseville.ca.us, 916-774-5476

Meeting Date: 6/9/2020

Item #: 5.1.

RECOMMENDATION

Draft Minutes for the May 12, 2020 meeting of the Grants Advisory Commission meeting.

BACKGROUND

Please see the attached minutes.

Respectfully Submitted,

Melissa Hagan, GAC Recording Secretary

ATTACHMENTS:

Description

Meeting Minutes for May 12, 2020 Meeting of the Grants Advisory Commission

MINUTES
May 12, 2020
VIDEO

GRANTS ADVISORY COMMISSION MEETING
5:30PM
City Council Chambers
311 Vernon Street
Roseville, California

1. CALL TO ORDER

The meeting, via Microsoft Teams, was called to order by Chair Lyss at 5:32pm

2. ROLL CALL

Commissioners Present:

Robert Lyss
Ed Kriz
Ellaisson Carroll
Erin Kelly
Audra Flynn
Dawn Heywood
Michelle Gibson
Youth Commissioner Sordi

PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENTS

Phone call from Claudia Gamar Heinlein thanking the Commission and staff for all of their hard work especially having to host the meeting remotely. Ms. Gamar Heinlein was on the City Council when the hospital sold and was part of creating the Citizen's Benefit Fund and the Grants Advisory Commission.

4. CONSENT CALENDAR

4.1. Meeting Minutes for March 10, 2020 Meeting of the Grants Advisory Commission

Minutes were accepted by the Board for approval pending three changes:

1. Commissioner Kriz was not at the meeting
2. There was not full agreement on full funding of grant requests in priority areas.
3. Commissioner Carroll abstained

Motion to Approve: Chair Lyss

2nd – Kelly

Abstain: Kriz (not in attendance)

Abstain: Sordi (not in attendance)

Motion Carried: 6-0-1

5. PRESENTATIONS / REQUESTS / ACTION ITEMS

5.1. Revisions to Work Plan and Funding Cycle Calendars (08:37)

Staff requested approval from Commission to revise the Work Plan and Funding Cycle Calendars due to COVID-19 "Stay at Home" order and opening June 9, 2020 as a regularly scheduled meeting.

Motion to Approve the changes and adding a meeting on June 9: Heywood

2nd: Kriz

Motion Carried: 7-0

Other Items for Discussion:

During this item, Commissioner Kelly asked whether we would be asking the grantees to modify their grant proposals because of the COVID-19 restrictions since they wrote their proposals pre-COVID-19. Staff Liaison Matteoli responded by saying that we have not asked the grantees to modify their applications but that the Commission can respond by modifying their grant funding recommendations and we can take it from there.

Staff liaison, Matteoli shared with the Commission that we received an approved variance from Placer County that allows the City and Placer County to open with full Stage Two regulations.

Chair Lyss asked a question for staff related to the COVID-19 restrictions - if the entities that granted funds are not able to spend the funds because of the social distancing requirements, is there a process that they would go through to make that known. Staff Liaison Matteoli indicated entities had been in a situation in the past where they were not able to spend the funds and were required to return the funds. The funds would be re-allocated out the next funding cycle.

5.2. 2020-2021 Grant Funding Deliberations and Recommendations (15:04)

The Grants Advisory Commission reviewed the grant application scores and funding recommendations collectively and determine funding recommendations to the City Council for use of the 2020-2021 Citizens Benefit Funds and REACH funds.

Staff Liaison began the discussion by indicating a PowerPoint is on the screen. The first slide indicates the full amount of funding available between the Citizen's Benefit Fund and the REACH fund of \$388,400. There were 41 applications received with one deemed ineligible. Total funding requested was \$699,000. The grant scoring methodology recommended by Zoomgrants is a Trimmed Mean method, which removes the highest and lowest score for each application, and dividing by the number of individual totals present. Zero scores are also removed. Each subsequent slide presented shows the Grant Name, the Requested Amount, the Average Funding Recommendation and the Average score. There is also a description of the program. Matteoli also mentioned that an Attachment in the Agenda shows a tabular schedule with each grant, the aforementioned information as well as each Commissioner's score. The schedule is arranged in highest Score to lowest score.

Commissioner Heywood raised the question of whether the GAC would fully fund the grants or just go with the average. Chair Lyss agreed and also added that there is also a variance between the requested amount and the average amounts and how would they deal with those on a case by case basis. Commission Kelly notes that some have very little variance and others more. Staff Liaison Matteoli share with the group that in years past that grant proposals that scored above a certain amount would be fully funded, then a second group would be considered for partial funding. Commission Carroll, Heywood and Flynn discussed the merits or disadvantages of full funding versus partial funding. Commissioner Flynn suggested a tiered approach. Chair Lyss suggested a cutoff point between fully and partial funding. Commissioner Kelly suggested 85% and higher for fully funding. Commission Kriz agreed at 85% for break point. Commissioner Gibson added that she considered whether they had other funding sources. However, she agreed that the rewards be given to the top scores. Fully funding the top grantees would total \$176,500. Commissioner Carroll brought up the COVID-19

restrictions, and those limitations on grantee fulfilling their objectives. Commissioner Flynn suggested that their program limitations, if they had any, might be assessed in the Final Reports. To do anything otherwise would mean a whole new grant application process would be required which seemed improbable. Commissioner Kriz agreed. Chair Lyss added that the COVID-19 situation is so unusual and not predictable, so status quo is all that can be done. Year-end reports can address if there were any limitations to their success due to the COVID-19 restrictions. The issues raised would be addressed at a subsequent meeting and/or be addressed at the sub-committees.

Public Comments was opened: (52:08) None

Commissioner Kriz asked for clarification on scoring. The highest, lowest and zero scores were eliminated and the average would be the total of the remaining scores divided by the remaining number. For example, of seven voting scorers, the highest, lowest and zero would be removed and the total would be divided by four.

The methodology would be that the top 85% would be fully funded and the next group would be funded at Average Funding until the funds run out.

After Staff Liaison went through each slide the follow recommendations were decided:

Funding Recommendations:

2020-21 GRANTS ADVISORY COMMISSION				
Citizen's Benefit Fund (CBF) and REACH Funding Recommendations				
Organization Name / Application Title	Combined Score	Requested Amount	CBF Funding	REACH Funding
Placer Food Bank (PFB) / Feed Our Future (FOF)	90.60	20,000.00	20,000.00	
Lighthouse Counseling and Family Resource Center / NEW Roseville office expansion	89.40	25,000.00	25,000.00	
Tommy Apostolos Fund / Tommy Apostolos Shopping Day	89.40	14,000.00	14,000.00	
Wellness Within Cancer Support Services / Wellness Within Community Cancer Wellness Project	88.80	17,500.00	17,500.00	
St Vincent de Paul Society, Roseville Conference / Food Locker Program	87.25	30,000.00	30,000.00	
Placer Veterans Stand Down, Inc. / Placer Veterans Stand Down	87.20	10,000.00	10,000.00	
Keaton's Child Cancer Alliance / Navigation Works	86.60	30,000.00	30,000.00	
The Petal Connection / The Petal Connection and Meals on Wheels Collaboration	86.20	10,000.00	10,000.00	
A Touch of Understanding, Inc. (ATOU) / A Touch of Understanding, Inc. (ATOU) Disability-Awareness	85.40	20,000.00	20,000.00	
Roseville Police Activities League, Inc. / Summer Program 2020	84.80	20,000.00	16,666.67	
The Gathering Inn / Homeless Emergency Shelter & Supportive Services	84.75	75,000.00	39,375.00	
Sierra College Foundation / Care Pack Project	84.20	25,000.00	18,100.00	2,400.00
Seniors First / Senior Congregate Cafés	84.00	15,000.00	13,400.00	
Placer County Law Enforcement Chaplaincy / Placer County Law Enforcement Chaplaincy	83.60	15,000.00	12,000.00	
Stand Up Placer, Inc. / Roseville Victims Services Project	83.25	40,000.00	27,000.00	
Child Advocates of Placer County / Prosper Placer Collaboration	82.60	15,000.00	11,250.00	
The Arc of Placer County / The Arc of Placer County's "On the Go" Program	82.60	15,000.00	12,500.00	
Placer Independent Resource Services / PIRS Assistive Technology Assistance Program	82.20	2,500.00	2,075.00	
Assistance League of Greater Placer® (ALGP) / Operation School Bell® School Clothing	81.60	30,000.00	25,000.00	
Campus Life Connection / Roseville Thriving Youth	81.40	12,000.00	10,000.00	
AMI Housing, Inc. / Housing & Supportive Services	79.00	50,000.00	22,133.33	
TOTAL			386,000.00	2,400.00

Recusals were registered for St Vincent de Paul, The Gathering Inn Standup Placer, and AMI Housing. It was agreed that The Gathering Inn is a valuable organization and deserved a high ranking however the average funding reflected the consensus from the GAC that they could continue their operations but fully funding them would not allow other organizations to be funded. The high request had to be tempered.

Public Comments was opened (1:43:31)

Email from The Gathering Inn – Funding levels; A Touch of Understanding – COVID-19 concerns assuaged; The Petal Connection– COVID-19 concerns assuaged; call from Roseville City School District Foundation – COVID-19 concerns assuaged

Motion to Approve and Send to City Council (Without Recusals): Commissioner Kriz
2nd: Flynn
Motion Carried: 7-0

Motion to Approve and Send to City Council (With Recusals): Commissioner Kriz
2nd: Kelly
Motion Carried: 7-0

Chair Lyss commented that the meeting in this format went very smoothly.
Commissioner Kriz commented on how important the Grants are and how much the funding does for our community.

5.3. Formation of Sub Committees to Implement Strategy for the Community Needs Assessment Recommendations (1:58:10)

Formation of sub committees to implement strategy for the Community Needs Assessment recommendations.

Staff Liaison Matteoli discussed the CNA and reminded the Commissioners that they had recommended a development and implementation strategy.

After much discussion, it was decided by the Commission that two sub-committees would be formed. The first committee headed by Staff Trisha Isom would include Commissioner Carroll, Commissioner Kelly and Chair Lyss and would discuss items #2 - *Regarding Focus Years*, #6 - *Regarding Funding Priorities* and #7 - *Regarding opportunities to streamline and determine Scope and Ranking Methodology based on local community needs*. The second sub-committee would be headed by Staff Liaison Matteoli and would include Commissioner Kriz, Commissioner Gibson and Commissioner Flynn. Items to discuss would be #1 - *Regarding Serial Requests*, #3 - *To better define Measures of Success* and #5 *Regarding opportunities to Improve Efficiencies and Determining Effectiveness*. Commissioner Heywood reminded the Commissioner that her term would end in June of 2020 and would not be a member of either sub-committee.

Motion to form two sub-committees to further refine the Kone Consulting recommendations: Commissioner Carroll
2nd: Commissioner Kelly
Motion Carried: 7-0

6. BOARD MEMBER / COMMISSIONER / STAFF REPORT (2:33:56)

Staff Liaison Matteoli reminded the Commission that the Funding Recommendations will go to City Council on June 17, 2020.

Thanks from Commissioner Heywood and Commissioner Kriz to the staff and to the non-profits. Both wish all of the non-profits could be funded. Staff Liaison Matteoli shared that the CBF funds were used to fund a number of small-business loans and rapid re-housing efforts because of the COVID-19 economic downturn, but that the fund would be reimbursed by the sale of some City surplus properties.

7. ADJOURNMENT (2:40:07)

Motion to Adjourn: Commissioner Kriz

2nd: Flynn

Carried: 7-0

Meeting adjourned at 8:11p.m.

DRAFT



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: FY2020-2021 Grants Advisory Commission Work Plan and Funding Cycle
Calendars

Contact: Laura Matteoli, lmatteoli@roseville.ca.us, 916-774-5284

Meeting Date: 6/9/2020

Item #: 6.1.

RECOMMENDATION

Adopt the attached 2020-2021 Work Plan and Funding Cycle Calendars, adding two meetings.

BACKGROUND

Staff is requesting that the Commission approve the 2020-2021 calendar revisions for the Work Plan and Funding Cycle in order to add two meetings to the schedule; an item that was discussed at one of the subcommittee meetings that took place between May 12, 2020 and June 9, 2020.

These meetings are primarily being added to discuss Kone Consulting's recommendations.

The meetings proposed are:

August 11, 2020

September 8, 2020

Respectfully Submitted,

Laura Matteoli, Economic Development Director

ATTACHMENTS:

Description

2020-2021 Funding Cycle Calendar #2

2020-21 Work Plan Calendar #2

Grant Funding Cycle Calendar

2020 - 2021

Citizens' Benefit Fund / R.E.A.C.H. Fund

Date	Activity
November 12, 2019 (5:30 p.m.)	Community Needs Assessment Update Adopt Application Documents Finalize Scoring Criteria
December 9, 2019	Grant Application link posted on City website
January 14, 2020 (5:30 p.m.)	Commission meeting - Applicant Workshop – ATTENDANCE STRONGLY ADVISED (Televised)
February 10, 2020 (by 5:00 p.m.)	Grant Applications due by 5:00 p.m. (Staff Liaison to determine application completeness by March 2, 2020)
March 3, 2020	Commissioners to review applications in Zoomgrants and score by April 1, 2020
March 10, 2020	<i>Community Needs Assessment Presentation</i> (Televised)
May 12, 2020 (5:30 p.m.)	<i>Commission meeting – Funding Recommendations</i> (Televised & Remote Meeting via MS Teams)
June 9, 2020 5:30 pm	<i>Commission Meeting – TBD</i> <i>Televised & may be scheduled as Remote Meeting via</i> <i>Teams)</i>
June 17, 2020 (Tentative)	<i>City Council meeting - Action on Funding Recommendations</i> (Televised)
July 14, 2020 (6:00 p.m.)	Commission meeting - Grant check presentations (not Televised)
August 11, 2020 (5:30pm)	Agenda: Subcommittee update on Koné Consulting recommendations
September 8, 2020 (5:30pm)	Agenda: Subcommittee update on Koné Consulting recommendations

Grants Advisory Commission

Work Plan Calendar for the 2020-2021 Funding Cycle

Date:	Agenda items:
October 8, 2019 (5:30pm)	Agenda: Welcome new commissioner Elect Chair and Vice Chair Adopt 2020/21 Work Plan Adopt 2020/21 Funding Cycle Calendar Review Citizens Benefit Fund/ REACH Policy Manual Updates Review Grant Guidelines and Application
November 12, 2019 (5:30 pm / 7:00 pm)	Agenda (5:30 pm): Interview Youth Commissioner Applicants Agenda (7:00 pm): Recommendation of Youth Commissioner Community Needs Assessment (CNA) Update Adopt Application and Guidelines Review Scoring Criteria Review Roles/Responsibilities for Applicant Workshop 2018/2019 Final Reports
<i>December 9, 2019</i>	<i>Grant Applications available online</i>
December 10, 2019	No meeting
January 14, 2020 (5:30pm)	Agenda: Applicant Workshop (Televised)
<i>February 10, 2020</i>	<i>Grant Applications due by 5:00 p.m.</i>
February 11, 2020	No meeting
March 2, 2020	Staff determines application completeness
<i>March 3, 2020 - April 1, 2020</i>	<i>Commissioners review applications in ZoomGrants and score applications</i>
March 10, 2020 (5:30pm)	Agenda: Community Needs Assessment Presentation (Televised)
April 14, 2020	CANCELLED - No meeting
May 12, 2020 (5:30pm)	Agenda: Funding Workshop: Funding Recommendations (Televised & Remote Meeting via MS Teams)
June 9, 2020 (5:30pm)	Agenda: 2020-2021 Items to be determined (may be remote and Televised)
July 14, 2020 (6:00pm)	Agenda: Grant Check Presentations (Televised)
Aug 11, 2020 (5:30pm)	Agenda: Subcommittee update on Koné Consulting recommendations
Sept 8, 2020 (5:30pm)	Agenda: Subcommittee update on Koné Consulting recommendations



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: GAC Subcommittee Report on CNA Recommendations
Contact: Laura Matteoli, lmatteoli@roseville.ca.us, 916-774-5284

Meeting Date: 6/9/2020
Item #: 7.1.

RECOMMENDATION

For Commission review only - no action required.

BACKGROUND

At the May 12, 2020, the Grants Advisory Commission (GAC) formed two subcommittees to work on development of an implantation strategy for the 2020 Kone' Consulting Community Needs Assessment (CNA) recommendations. The implementation strategy will be a relevant guide for the GAC recommendations and the City Council funding decisions for years to come.

The GAC formed two subcommittees and divided Kone' Consulting's recommendations between the two committees, as noted below. Tonight the subcommittees will share the status of their progress on development of strategies and receive Commissioner input on draft ideas.

Subcommittee #1 areas of focus

2. Regarding Focus Years
6. Regarding Funding Priorities
7. Regarding opportunities to streamline and determine Scope and Ranking Methodology based on local community needs

Subcommittee #2 areas of focus:

1. Regarding Serial Requests
3. To better define Measures of Success
5. Regarding opportunities to Improve Efficiencies and Determining Effectiveness

Respectfully Submitted,

Laura Matteoli, Economic Development Director

