



AGENDA

April 9, 2019

GRANTS ADVISORY COMMISSION MEETING

5:30 p.m.

Council Chambers
311 Vernon Street
Roseville, California

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. **PUBLIC COMMENTS**
4. **MEETING MINUTES**
 - 4.1. Meeting Minutes for January 8, 2019 Meeting of the Grants Advisory Commission
Meeting Minutes for the January 8, 2019 Meeting of the Grants Advisory

Commission.

5. ACTION ITEMS

5.1. FY 2019-2020 Grant Funding Deliberations and Recommendations

The Grants Advisory Commission will review their grant application scores and funding recommendations collectively and determine funding recommendations to the City Council for use of the 2019-2020 Citizens Benefit Funds and REACH Funds.

6. ADJOURNMENT



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: Meeting Minutes for January 8, 2019 Meeting of the Grants Advisory Commission
Contact: Danielle Foster dfoster@roseville.ca.us (916) 774-5446

Meeting Date: 4/9/2019
Item #: 4.1.

RECOMMENDATION

Staff recommends that the Commission review and approve the draft attached minutes for the January 8, 2019 Meeting of the Grants Advisory Commission.

BACKGROUND

Please see the attached minutes.

Respectfully Submitted,

Danielle Foster, Housing Manager

Laura Matteoli, Economic Development Director

ATTACHMENTS:

Description

Grants Advisory Commission Meeting Minutes - January 8, 2019

MINUTES

Tuesday, January 8, 2019

Roseville Grants Advisory Commission Meeting

City Council Chambers

311 Vernon Street Roseville, California

1. CALL TO ORDER - 5:31pm

2. ROLL CALL

Commissioners Present:

Ellaisson Carroll

Audra Flynn

Wendy Green

Dawn Heywood, Chair

Erin Kelly

Robert Lyss, Vice Chair

Absent: Ed Kriz

3. PUBLIC COMMENTS

No public comments.

4. MEETING MINUTES

4.1. Meeting Minutes for November 13, 2018 Meeting of the Grants Advisory Commission:

Commissioner Lyss made a motion to approve the meeting minutes from the November 13, 2018 meeting. Commissioner Kelly seconded the motion.

Vote: Motion carried 6-0

Yes: Carroll, Flynn, Green, Heywood, Kelly, Lyss

5. PRESENTATION/REQUESTS/ACTION ITEMS

The Chair opened the Applicant Workshop and the following outline was presented by the Chair, Vice Chair, and staff, with additional support from the Commission.

1. Welcome & purpose of Workshop (Chair)
2. Overview of the Funding (Chair)
3. Review of Application Timeline (Vice Chair)
4. Online Application Submittal via ZoomGrants (Staff)
5. Application Disqualifications (Staff)
6. Application Scoring Questions and Scale (Chair)
7. Application Required Documents and Budget Highlight (Staff)
8. Helpful Hints for Application and Process (Vice Chair and Commission)
9. Public Comment/Questions from Applicants (Chair and Staff)
10. Closing Comments (Chair)

The following questions were presented by members of the public:

1. Matt Kollmeyer from Sierra Forever Families
 - a. How to get Business License?
 - b. What constitutes a capital expenditure?
2. Patty Neifer from The Petal Connection
 - a. We will not be proposing a larger/city-wide project, how would that be reflected in the scoring?
3. Brit from LifeSTEPS
 - a. What is the average/expected amount or range of funding?
 - b. Would you recommend that we apply if we received a grant last year?
 - c. Is there an average from prior years that you will be distributing?
4. Meghan Adamski from A Touch of Understanding
 - a. Could we clarify what is a "large amount?"

Staff and the Commission provided information in response to public questions and reviewed the funding cycle calendar.

6. COMMISSIONER/ STAFF COMMENTS

Staff reported to the commission that:

- No youth commissioner applications were received for the commission, so there would not be a youth commissioner in this grant cycle.
- Commissioners would receive an email once applications are received and deemed ready for review.
- Applications for Community Development Block Grant (CDBG) and Homeless Prevention & Rapid Rehousing funding are available in ZoomGrants.

7. ADJOURNMENT- 6:35pm

Commissioner Carroll made a motion to adjourn the meeting.

Commissioner Flynn seconded the motion.

Vote: Motion carried 6-0

Yes: Carroll, Flynn, Green, Heywood, Kelly, Lyss



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: FY 2019-2020 Grant Funding Deliberations and Recommendations

Contact: Danielle Foster 916-774-5446 dfoster@roseville.ca.us

Meeting Date: 4/9/2019

Item #: 5.1.

RECOMMENDATION

Staff recommends that the Grants Advisory Commission review their grant application scores and funding recommendations collectively and determine funding recommendations to the City Council for use of the 2019-2020 Citizens Benefit Funds and REACH funds.

BACKGROUND

Using the attached 2019-2020 Scoring Questions and Scoring Scale, the Grants Advisory Commission reviewed 41 qualified applications received by the City of Roseville for Citizens Benefit Funds or REACH Funds. This year, the Commission has \$376,779 in Citizens Benefit Funds and \$3,124 in REACH Funds to award to grant applicants. The Commission has also been asked by the City Council to consider a portion of this \$379,903 in total funding for the completion of a Community Needs Assessment. Preliminary bids have indicated that a Community Needs Assessment would cost approximately \$30,000 to \$40,000. Completion of a Community Needs Assessment would guide future years of Citizens Benefit Fund awards.

The Commission will discuss funding recommendations for the Community Needs Assessment and qualified applications at the meeting.

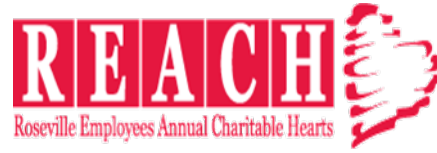
Respectfully Submitted,

Danielle Foster, Housing Manager

Laura Matteoli, Economic Development Director

ATTACHMENTS:

Description



Review Criteria for 2019-2020 Funding Cycle for Citizens Benefit Fund (CBF) and REACH Grant Applications

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 2017-2018 CBF and REACH grants.

Grant Application Scoring Questions and Scoring Scale

Scoring Questions	Scoring Scale
1. Application demonstrates the need for the project or program.	15
2. Application clearly defines the project/program and how success is measured.	15
3. Application reflects mission and meets the general requirements and guidelines for CBF and/or REACH.	5
4. Requested funds achieve an impact on the identified need.	15
5. Application demonstrates evidence of community engagement.	10
6. Application includes a collaboration within the community that increases efficiency and efficacy of the grant.	15
7. Request is reasonable given the proposed project/program and the organization's experience and capacity.	5
8. Project budget is clear and organization's budget demonstrates stability.	10
9. Additional funding support for this project/program is clearly identified.	5
10. Application clearly identifies how agency will reduce costs or generate additional revenue to cover project/program and operating costs.	5
TOTAL POINTS	100