



AGENDA March 10, 2020

GRANTS ADVISORY COMMISSION MEETING

5:30 pm
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. **PLEDGE OF ALLEGIANCE**
4. **PUBLIC COMMENTS**
5. **MINUTES**
 - 5.1. Draft Minutes - January 14, 2020 Meeting
6. **PRESENTATION/REQUESTS/ACTION ITEMS**
 - 6.1. Community Needs Assessment Update
Troy Holt will provide a Community Needs Assessment Update
 - 6.2. Link to 2013 Historical Assessment
https://www.roseville.ca.us/UserFiles/Servers/Server_7964838/File/Government/City%20Manager/Grants/2013%20Grants%20Historical%20Assessment.pdf
 - 6.3. Koné Consulting, LLC Presentation
Koné Consulting, LLC will be providing a presentation to the Grants Advisory Commission
 - 6.4. Application Scoring
Grants Advisory Commission discussion regarding Application Scoring methods.
 - 6.5. Final Reports
Discussion and action item related to making Final Reports accessible to the public.
7. **COMMISSIONER / STAFF REPORT**
 - 7.1. 2020-2021 Citizens Benefit Fund/REACH Grant Applications Update
Staff will be providing the Commission with an update regarding the 2020-2021 Citizens Benefit Fund/REACH Grant Applications.
8. **ADJOURNMENT**



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: Draft Minutes - January 14, 2020 Meeting
Contact: Laura Matteoli, lmatteoli@roseville.ca.us / 916-774-5284

Meeting Date: 3/10/2020
Item #: 5.1.

RECOMMENDATION

Staff recommends that the Commission review and approve the Draft Minutes for January 14, 2020 meeting of the Grants Advisory Commission. The Minutes are attached.

BACKGROUND

Please see the attached Minutes.

Respectfully Submitted,

Laura Matteoli, Economic Development Director

ATTACHMENTS:

Description

DRAFT Minutes - January 14, 2020



MINUTES
January 14, 2020
VIDEO

**ROSEVILLE GRANTS ADVISORY COMMISSION MEETING
TELEVISED**

5:30 pm
Council Chambers
311 Vernon Street
Roseville, California

1. CALL TO ORDER

Chair Lyss called the meeting to order at 5:30 p.m.

2. ROLL CALL

Present: Carroll, Flynn, Gibson, Heywood, Kriz, Sordi, Lyss
Absent: Kelly

3. PUBLIC COMMENTS

Chair Lyss opened the Public Comment period. Hearing none, Chair Lyss closed the Public Comment period.

4. MINUTES

Motion by Commissioner Heywood, seconded by Commission Kriz, to approve the minutes with corrections. The Motion Passed unanimously with a voice vote.

4.1. Minutes for November 12, 2019 Meeting of the Grants Advisory Commission

Draft Meeting Minutes for the November 12, 2019 meeting of the Grants Advisory Commission Meeting

5. PRESENTATION/REQUESTS/ACTION ITEMS

5.1. 2020-2021 Citizens Benefit Fund/REACH Grant - Applicant Workshop

The Grants Advisory Commission and staff will hold the 2020-2021 Citizens Benefit Fund/REACH Grant Applicant Workshop for the 2020-2021 grant cycle.

Commissioner Comments:

- Be aware of acronyms.
- Have someone not familiar with the program read over the application.

- Be concise.
- Attach both the project's budget and agency's budget.
- Use the additional documents tab for your advantage: attach outcome information or agency brochure.
- Email supplied in the application is used for various reasons. Check emails.
- Demonstrate collaboration in additional documents tab.
- Thanks expressed to agencies.
- Looking forward to potential projects.

Commissioner Lyss opened the public comment period.

Public Comments:

- What is the "timeout" time?
- Can the "timeout" time be increased?
- If the back arrow is used, will information be lost?
- How is a collaboration defined - MOU, funding, informal, sub-grantee?
- Clarify certification requirements.
- When will agencies be notified they have been awarded a grant?
- Is it okay to go on-line to obtain bids?

Commissioner Lyss closed the public comment period.

5.2. Add Meeting for February 11th - CNA Workshop

Discussion and possible action regarding amending the Grants Advisory Commission Work Plan for 2020-2021 by adding an additional Grants Advisory Commission for the CNA Workshop on February 11, 2020.

Commissioner Discussion:

- Trying to avoid a Brown Act violation by making the workshop a Grants Advisory Commission meeting.
- Is the meeting time convenient?
- It is important to hear what the applicants say.
- Attendance of Commissioners may inhibit comments from attendees.

6. **BOARD MEMBER / COMMISSIONER / STAFF REPORT**

Staff Reports

- None

Commission Discussion

- Pros and cons of sharing non-profit organization annual reports along with grant awards on the City's website. *Staff will report back with the City's position on the above topic.*
- Scoring of grants. *Item will be added to the March 10, 2020 meeting agenda.*
- Flash Poll

7. **ADJOURNMENT**

Motion by Commissioner Heywood, seconded by Commissioner Flynn, to adjourn the meeting. The Motion Passed unanimously at 6:34 p.m. with a voice vote.

DRAFT



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: Community Needs Assessment Update

Contact: Troy Holt, Economic Development Manager tgholt@roseville.ca.us / 916-746-1173

Meeting Date: 3/10/2020

Item #: 6.1.

RECOMMENDATION

Staff recommends that the Grants Advisory Commission review the Community Needs Assessment (CNA) findings and make a recommendation to the City Council to approve and implement the findings.

BACKGROUND

On October 23, 2019, the City Council approved a professional services agreement with Koné Consulting, LLC to conduct a Community Needs Assessment (CNA) for the purpose of guiding the use of Citizens Benefit Funds (CBF) and Roseville Employees Annual Charitable Hearts (REACH) funds. The results of the Koné Consulting, LLC work is shown in Attachment 1.

The City Council and the Grants Advisory Commission engaged in previous discussions about the need for a CNA, as a means for guiding the use of CBF and REACH funds. This need became more prevalent as the policies for the grant program have removed the grant limits, focused giving on fewer larger grants for increased collaboration and greater community impact, and more closely measuring community outcomes and data. The Grants Advisory Commission reopened the discussion of identifying community needs and establishing a more transparent ranking for future grant funding cycles.

In 2013, the City prepared a Historical Assessment of the Roseville Grant Program (see Attachment 2). The Historical Assessment evaluated the program since inception and made future recommendations to staff for continued implementation of the program. Phase 1 included a historical assessment of the grant process including agencies funded, how many years, how many consecutive years, total awards for each recipient and years requested vs. years granted. Phase 2 was a recommendation that the City have a Community Needs Assessment prepared that examines the process for awarding grants, along with nonprofit and grant funding sources.

The CNA will be used to develop recommendations for a Grants Strategic Plan and brought forward to the City Council for review and approval on April 1, 2020. This timing will allow the

maximum opportunity in the FY2021/22 grant funding cycle for grant applicants to adjust to any changes that may result with the implementation of policy recommendations in the CNA.

Koné Consulting, LLC conducted outreach that included interviewing key stakeholders, along with the five City Council Members and seven Grants Advisory Commission Members. Koné also conducted two community workshops and an online survey to gather input on goals of the grants program and ways to measure community impact.

The Community Needs Assessment includes the following findings:

- The Citizens Benefit Fund makes a difference in the community and is one reason why Roseville is a special place.
- Grant funding priorities should be in line with the original intent and sale of the hospital and City Council strategies.
- Clearer expectations, policy, and procedures will improve efficiencies and the effectiveness of grantmaking. Transitioning to biennial granting for operational grants and strategic granting for new projects or one-time requests will benefit the Commission and grantees.
- There are opportunities to improve the metrics used to track the collective impact of the grant program and promote the outcomes to the community.

Respectfully Submitted,

Troy Holt, Economic Development Manager

Laura Matteoli, Economic Development Director

ATTACHMENTS:

Description

Attachment 1: Roseville CNA GAC Presentation.v2



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A Commitment to Community

"The Roseville Grants Advisory Commission offers a resource to make a difference in our community – the kind of thing that makes Roseville a special place – continuing the legacy."

- A community member



Roseville CNA

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Community Needs Survey A Comprehensive Approach

The City of Roseville sought to better understand their community's needs and develop informed priorities and processes in awarding grants to area organizations and programs through the Roseville Grants Advisory Council.

A mixed-methods research approach was utilized to add value and ensure findings represent a broad perspective.

- 26 Key Informant Interviews
- 2 Community Consensus Workshops (39 participants)
- Flash Vote Survey (673 respondents)
- Extant Data/Reports

Roseville CNA

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Demographics

Who lives in Roseville?

17% Population increase since 2010

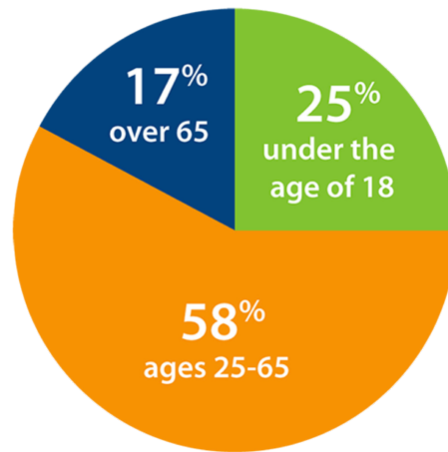
Highly Educated

95% High School Diploma
39% Bachelor's Degree or higher

In 2017, Roseville's population was

139,117

78% White
15% Hispanic or Latino
10% Asian
2% Black or African American
1% American Indian and Alaska Native
0.4% Native Hawaiian and Other
5% Two or More Races



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Grants Advisory Commission

What We Learned

*"GAC is a resource to make a difference in our community – the kind of thing that **makes Roseville a special place** – continuing the **legacy**."*

*"GAC honors nonprofits and those that really lay down such an investment of **time and talent and** energy to really serve other people."*

*"GAC funding shows a **sense of community**. Compassion. **Heart**."*



Survey results indicate Citizens' Benefit Fund branding is not recognized by the community.



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Serial Requests and Focus Years

What We Learned

- The majority of stakeholders support funding programs or services year-after-year if they are achieving results towards funding priorities
 - Stakeholders also believe regular grantees could be held to higher standards such as sharing budgets and sustainability plans
- There was little interest in changing focus each year
 - Focus years would not allow enough time to make a meaningful impact
 - Focus years would lose continuity of funding for important community services

Roseville CNA



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Serial Requests and Focus Years

Recommendations

- Fund new ideas (**strategic grants**) differently than current grantees
 - Set aside a percentage of funds for new projects or organizations and one-time requests
 - Require current grantees to report on measurable results and consider performance when considering requests for renewed funding
- Make grants for ongoing services (**operational grants**) on a biennial basis
- Focus grants on one goal- to **Make Roseville Healthier** - defining "health" broadly
- Coordinate with other county-wide health efforts



Roseville CNA



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Funding Priorities

What We Learned

- Grant program funding priorities should be in line with the **original intent** and sale of the hospital
- Grant funding prioritization should be in **alignment with City Council strategies**
- **Streamline** current service categories
- GAC should work to recommend **full funding of grant requests** in priority areas



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Funding Priorities & Community Needs

What We Learned

Healthcare
Gentrification **Underserved youth**
Homelessness Community outreach
Mental health Transportation/Traffic
Parks Affordable housing

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Funding Priorities & Community Needs What We Learned

"Homeless issue itself is huge. Personally, I think it needs to be taken up at city or county level. Nonprofits wouldn't be able to take up the issue as a whole..."

"Homelessness is pervasive – there's a misconception that it only exists in certain areas. Anywhere there is a creek or roadway – there is an encampment."

*"Homelessness. That's what's on people's mind... It's not just Roseville – it's regional, its nationwide. **But what can we achieve?**"*

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In 2017, 39.2% of households in Roseville were cost-burdened, meaning they spend 30% or more of their monthly income on housing.

In 2019, there were 258 homeless individuals in Placer County.



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Funding Priorities & Community Needs What We Learned

24% of homeless individuals were families **with children**

24% of homeless individuals had lived in **foster care or group homes**

29% of homeless individuals had a **substance use disorder**

38% of homeless individuals had a **serious mental illness**

Roseville CNA



"We are not serving our young people. We have failed our youth. We need to support mental health for teenagers and youth experiencing homelessness."

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Funding Priorities & Community Needs

What we Learned

HEALTHY EATING & ACTIVE LIVING – *except* there are significant disparities by race and ethnicity related to obesity, physical inactivity, receipt of SNAP benefits, and stroke deaths.

HEALTH ACCESS – *except* for higher rates of cancer and people of color are at greater risk of being uninsured, not receiving preventive care, and dying from cancer.

Roseville HSA is similar to the state average:

MENTAL AND BEHAVIORAL HEALTH – except for *slightly higher* rates of suicide deaths and fewer mental health providers per capita.

Roseville CNA

According to the 2019 Community Health Needs Assessment, Roseville HSA is doing better than the state average:

Healthy Eating & Active Living

Health Access

Roseville HSA is similar to the state average in:

Mental and Behavioral Health



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Funding Priorities and Community Needs

What We Learned

The **highest priority issues** to address based on community feedback are:

- Improved access to safe, affordable housing for all
- More vocational education and training opportunities for all ages
- Increased access to healthier food options for lower income communities
- Kinder, more inclusive & connected community
- Improved access to quality arts and cultural resources for all
- Improved physical, mental, and behavioral health and wellness

“Focus grant funding on city council goals and community feedback.”

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Funding Priorities from Community Workshops

What We Learned

Healthier Community								
Neighborhood & Physical Environment	Education	Food	Community & Social Context			Health Care System		
Improved access to safe, affordable housing for all	More vocational education and training opportunities for all ages	Increased access to healthier food options for lower income communities	Kinder, more inclusive & connected community			Improved access to quality arts & cultural resources for all	Improved physical, mental and behavioral health, and wellness.	
Fewer police call-outs re domestic violence, sex assault and trafficking	More educated and accepting	Nutritional food options/access for lower income communities	Increased community volunteering	Acceptance of all community members	Connection to people & information in the community	Proposed outcome increases organization capacity to provide relevant services	Improved Mental Health (well-being)	Improved physical health
How many people retain housing	More engaged & equipped parents	Fewer kids on free- and reduced-priced lunch	Donated items	Participants at community activities reflect local demographics	Increased visitors to Roseville online resource (website/social media/flashvote)	Target audience meets or exceeds goal	Less drug overdoses	Lower hypertension rates
Fewer requests for utility assistance	Vocational training for anyone interested in work		Donated time	New attendees at community activities	Increased relational connections with others in the community	Increase of # of quality activities or events delivered	Less DUI arrests	Lower diabetes rates
Increased rental for units that accept pets	Higher high school graduation rates		Donated funds		Increased attendance at community events	Increased enrollment or attendance in events and/or activities	Less incidences of domestic violence	Lower obesity rates
Reduction in requests for homeless prevention shelter & housing	Increase in continuing education beyond high school					Creation of new artistic works reflective of the community & add value to the environment	Less suicide attempts	Fewer ER visits
	Decrease in unemployment overall							
	Decrease in unemployment among specific groups - disabled, minority, etc.							

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Funding Priorities & Community Needs Recommendations

- Focus on **social determinants of health** in next grant cycle and the priorities identified by the community in workshops
- **Connect** Citizens' Benefit Fund (CBF) priorities with the City's strategic plan goals related to healthier community
- Increase **communication** about CBF, **promote outcomes** of the program, and **convene** on priority issues



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Flash Vote Survey

What We Learned



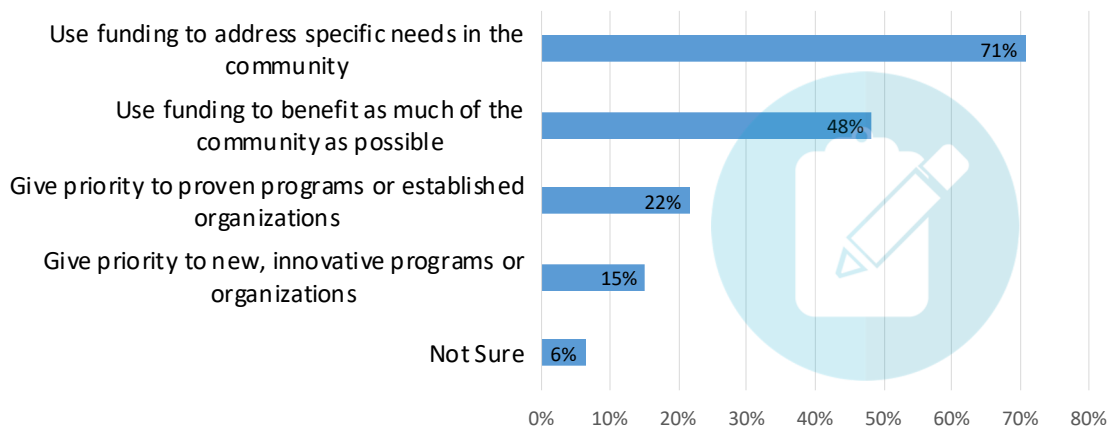
- **75%** of respondents had not heard of the Citizens' Benefit Fund
- **77%** of respondents think the best way to share results of grant funding is through **specific data on outcomes** (number of people served, services delivered, things built, etc.)
- Many see a need to **address the growing homeless issue** in the community by prioritizing funding for homeless services
- Other responses to prioritize funding:
 - 53% Improved access to physical and mental health care
 - 50% Fewer personal and property crimes
 - 41% A more educated community with better access to vocational training
 - 35% Improved access to housing for all

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Flash Vote Survey

What We Learned



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Measures of Success

What We Learned



There is agreement around using a mixture of qualitative and quantitative data to measure the success of the grant program



Stakeholders recommend **improving the metrics** used to measure the impact of grant awards through standardizing and clarifying GAC funding priorities

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Measures of Success

Measuring Performance

Performance Measurement Workshop

The second Community Engagement Workshop focused on fine-tuning priorities developed in the Consensus Workshop and developing performance measures and indicators for use in determining whether we are making progress toward our goal.

Figure 1
Social Determinants of Health

Economic Stability	Neighborhood and Physical Environment	Education	Food	Community and Social Context	Health Care System
Employment	Housing	Literacy	Hunger	Social integration	Health coverage
Income	Transportation	Language	Access to healthy options	Support systems	Provider availability
Expenses	Safety	Early childhood education		Community engagement	Provider linguistic and cultural competency
Debt	Parks	Vocational training		Discrimination	Quality of care
Medical bills	Playgrounds	Higher education		Stress	
Support	Walkability				
	Zip code / geography				
Health Outcomes Mortality, Morbidity, Life Expectancy, Health Care Expenditures, Health Status, Functional Limitations					

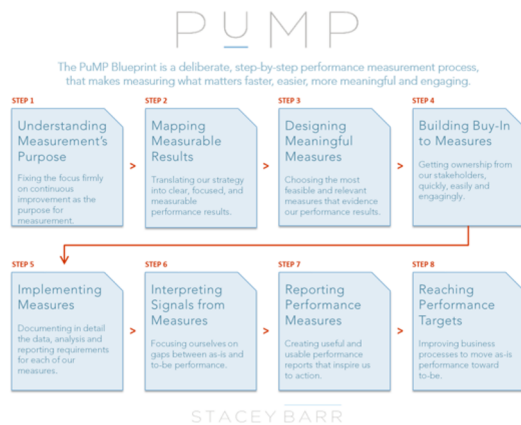
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KFF
Kaiser Family Foundation

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Measures of Success Performance Measurement Process



Developed by Stacy Barr, the PuMP Blueprint is a deliberate step-by-step performance measurement process, wherein participants:

- Map Measurable Results
- Design Meaningful Measures
- Build Buy-In to Measures

Which leads to:

- Interpreting Signals from Measures
- Reporting Performance Measures

And ultimately -
Reaching Performance Targets

**Winning
Strategies**



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Measures of Success Recommendations

- Implement **measures and targets** for each funding priority based on input from workshops
- Develop Logic Model and Theory of Change which supports each funding priority
 - Either GAC creates these or requests applicants to describe in their proposals
- Use a **Collective Impact Model** to convene a community-wide collaboration on priorities and results
 - Common agenda, collaboration and shared measures



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Money Available for Grants

What We Learned & Recommendations



- There currently aren't any (practical) missed opportunities in Roseville or the County to increase money available for grants
- One opportunity to increase purchasing power of grants could be to require organizations that receive operational grants to document real or in-kind **matching funds**

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Administrative Costs

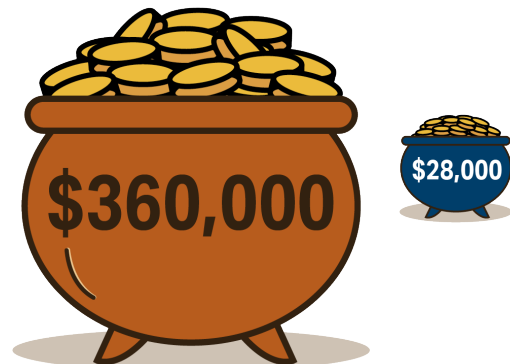
What We Learned & Recommendations



Winning Strategy

Continue to support administrative costs of the grant program through City general funds

- Costs are reasonable
- Additional benefits exist with City administering grants



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Improving Efficiencies and Determining Effectiveness

What We Learned

- There is a need for **clearer expectations, policy, and procedures** to improve efficiencies and determine effectiveness of grant funding
- Policies should be clearly-defined and in writing

“*Transparency is very important. The GAC won't make everyone happy, but applicants deserve to know what to expect going into the process.*”

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Improving Efficiencies and Determining Effectiveness

Recommendations

- Transition to **biennial granting** for operational grants to decrease paperwork for grantees and the GAC, freeing up time to focus on strategic grantmaking opportunities
- Develop stronger **relationships** with grantees post grantmaking
 - Invite grantees to present
 - Schedule site visits
 - Support relationships and collaboration between grantees
- Share grantee performance results so they can be used to improve services provided

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Thank You

Comments or Questions?

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Karin.ellis@koneconsulting.com

(855) 981-5663



Our purpose is to **inspire change** and **create lasting improvements** for our clients in the government and nonprofit sectors.

Our clients experience **joy** while we do the work, and the **impact we make** endures long after we're gone.

Roseville CNA



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: Application Scoring
Contact: Laura Matteoli, Economic Development Director / lmatteoli@roseville.ca.us / 916-774-5284

Meeting Date: 3/10/2020
Item #: 6.4.

RECOMMENDATION

Staff recommends that the Commission review and approve a consistent scoring methodology strategy for the FY2020-21 applications. The approved Scoring Scale is included as Attachment 1.

BACKGROUND

At the January 14, 2020 meeting of the Grants Advisory Commission, it was requested that the Commission discuss the scoring methodology/allocation strategy to assist the Grants Commissioners in providing scores consistent with the Scoring Scale that was approved in November 2019. Comments were made that assigning a zero value might affect/skew the overall scoring.

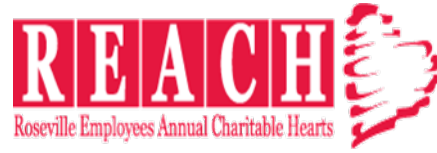
Respectfully Submitted,

Laura Matteoli, Economic Development Director

ATTACHMENTS:

Description

Attachment 1: Scoring Scale



Review Criteria for 2020-2021 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.a Application includes a collaboration within the community	5
6.b Application clearly describes how the collaboration increases efficiency and efficacy of the grant.	10
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



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: Final Reports
Contact: Laura Matteoli, Economic Development Director / lmatteoli@roseville.ca.us / 916-774-5284

Meeting Date: 3/10/2020
Item #: 6.5.

RECOMMENDATION

Request for the Grants Advisory Commission to discuss and take action on making Final Reports accessible to the public on the City of Roseville's Grants Advisory Commission's webpage.

BACKGROUND

At the January 14, 2020 Grants Advisory Commission meeting there was a discussion related to the posting the Final Reports on the City's website and making them accessible to the public. Staff provided a sampling of Final Reports to the Attorney's office for their review. According to the City Attorney based on the sampling of reports that were reviewed, that there appeared to be no confidential information contained in the report. Should the Grants Advisory Commission recommend the posting of Final Report on the City's website, it is recommended that the City Attorney review each report prior to posting to ensure that no confidential information is shared.

Respectfully Submitted,

Laura Matteoli, Economic Development Director



GRANTS ADVISORY COMMISSION COMMUNICATION

Title: 2020-2021 Citizens Benefit Fund/REACH Grant Applications Update
Contact: Laura Matteoli, Economic Development Director lmatteoli@roseville.ca.us / 774-5284

Meeting Date: 3/10/2020
Item #: 7.1.

RECOMMENDATION

Staff is providing an overview of the 2020-2021 Citizens Benefit Fund/REACH Grant Applications.

BACKGROUND

Staff provided an initial review of the forty Grant applications that were received for the CBF/REACH 2020-21 Funding Year. We reviewed each application's required documents to make certain that these attachments were in compliance with the grant requirements. Staff has concluded that all applications are approved for the 2020-21 funding year.

Staff has attached the year-end final reports for the Funding Year 2018-19 for the Commission's review and will upload the reports to the website per the Commission's direction.

Respectfully Submitted,

Laura Matteoli, Economic Development Director

