

Public Service Grant Council Subcommittee on Funding Methodologies Meeting Minutes

Date: April 17, 2009

Time: 9:10 am

Present: Ronald Mallett, Juan Diaz, and Arnold Tritt

Staff Present: Roslyn Mixon Phillips, Nancy Kirts, John Snyder, Sue Andrews, Linda Platte'

Welcome: Ronald Mallett welcomed everyone and facilitated introductions.

Proposed % Breakdown of PSG Funding

Overview of 2009-86-E

% Breakdown of funding worksheet

Mr. Snyder explained that in Ordinance 2009-86-E there were five categories and he used these in the funding spreadsheet. Nancy Kirts stated that each of these Priority Populations had sub-categories which were not all inclusive. The five categories were: (1) Homeless and low-income persons and families (2) Victims of abuse and neglect (3) Adults with physical, mental and behavioral disabilities (4) Residents of neighborhoods at high risk of crime and (5) Improvements to quality of life through cultural activities. From this spreadsheet, Ronald Mallett asked Mr. Snyder if he would place each organization into one of these five categories and respective sub-categories to present at the Public Service grant Council meeting on April 21, 2009. Mr. Snyder explained that in reviewing the FY 2010 Public Service Grant applications, they were distributed into each of the five categories as follows: Priority Level I - 63%; Priority Level II - 5%; Priority Level III - 26%; Priority Levels IV & V -1% each and Essential Governmental Services was 4%. Ronald Mallett asked what was the total requested funding for FY 2010 year. Mr. Snyder stated that it was \$4,246,754.92 and that does not include the Cultural Council's \$3 million request. Last year's total was approximately \$5 million. Ronald Mallett stated that the site visits of each Public Service Grant Council member should have some weight in funding decisions.

FY 2011 Sample Funding Matrix

Mr. Snyder explained that the Matrix Points Assignments was suggested to be used in awarding applicants not just based their average score but also award points for site visits, oral presentations, the outcome of the organization's goals and City's funding allocation amount. He spoke more about the Policy and Procedures of the Cultural Service Grant Funding and how they weight previously funded application vs new applicants who only receive a certain percentage of dollars. He went on to say that the Public Service Grant Council could determine specific allocation measurements to be included in the funding matrix. Mr. Mallett asked when the audit was due to the Council Auditor's Office after an organization's fiscal year ends. Juan Diaz stated that they have 120 days to turn in audit all information. Mr. Mallett

asked Mr. Snyder if there were any changes to the application grading criteria. Mr. Snyder stated there were a few changes to include additional scoring criteria for the budget section of the grant application. Nancy Kirts stated that additional points were added to address the overall application presentation. Scoring components included whether they followed all the application instructions, formatting, etc. Mr. Mallett asked if there was an established minimum point amount threshold needed in order for the Public Service Grant Council to consider funding recommendations. Arnold Tritt said he wanted to make a motion for it to be 70%. Mr. Mallett stated he did not feel and that emphasis needed to be placed on the grading threshold at this time but did feel there should be a minimum point established.

Mr. Mallett stated that there were two things he wanted to accomplish in the meeting that would be made as a recommendation to the full Public Service Grant Council on April 21, 2009. That being, to establish levels of funding I, II and III and determine how to prioritize that level of funding by weighting the application process. He further stated once the Level I and II determinations were made, everything else would fall under the Level III funding.

Meeting Adjourned

Time: 10:15 am

Minutes Prepared by: Linda Platte'