



## Strategic Partnership Grants Committee

February 3, 2022

1:00 – 2:30 pm

Virtual Meeting

### **In attendance:**

Committee Members: Annie Carpenter, Chuck Rosenblum, Doug Clarke, Kate Burger, Kevin McAbee, Kim Robinson, Liz Ward, Paul Tax, Ray Hemachandra

County Staff: Rachael Nygaard, Angelyn Johnson

Other: Sunshine Request

### **Opening Remarks**

Doug Clarke called the meeting to order.

### **Approval of Minutes**

Paul Tax made a motion to approve the minutes from December 2, 2021 and Doug Clarke seconded the motion. The minutes were unanimously approved by roll call vote. Annie Carpenter abstained from the vote due to not attending the last meeting.

### **Old Business**

- Revised bylaws:
  - The conflict of interest section of the bylaws were revised based on committee feedback and input from the county's legal department. The bylaws were revised to describe what potential conflicts of interest warrant recusal from grant review and voting, and which conflicts of interest are prohibited for committee members. The revisions were included in the meeting packet sent to committee members and posted online before the meeting. Paul Tax made a motion to approve the revised bylaws. Kate Burger seconded the motion. The bylaws were unanimously approved by roll call vote.
- Capacity Building:
  - Rachael presented the Capacity Building overview document that was included in the meeting packet. This year, staff have encouraged organizations to include organization capacity building in their FY23 grant applications. The committee was supportive of providing grant funding for capacity building activities. Next year, the committee would like to revise the application and include an explanation of capacity building and give organizations an opportunity to explain what capacity building activities they would accomplish with funding. This would allow the committee to review all requests and make informed decisions about granting additional funding for organization capacity building.

### **New Business**

- Partial Funding
  - The committee discussed how to handle partial funding of applications. During the FY22 grant cycle, a couple of organizations were awarded much lower amounts than requested. One organization was awarded 15% of their ask and one was awarded 17% of their requested amount. Awarding such low amounts can make it difficult for organizations to scale their



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projects. However, the committee often wants to target funding to specific activities of goals from an organization, but not the entire project. Therefore, partial funding is an important tool for the committee. The committee decided to ask an open-ended follow up question about partial funding for all applicants. Based on the answers received, the committee can consider partial funding on a case-by-case bases.

- Timeline Review:
  - Staff reviewed the timeline for the FY23 grant cycle. The grant applications are due by 5:00 pm on Friday, 2/11. Staff will assign the evaluations to the committee members on Monday, 2/14. Committee members will have until 3/11 to submit any follow-up questions for the applicants. The applicants will have until 3/18 to submit their responses. The deadline for committee members to submit their final scores is 4/5 at 5:00 pm.

### Announcements:

There were no announcements

**Next Meeting** –Next meeting is March 3, 2022 at 1:00 pm