

City of Takoma Park
GRANTS REVIEW COMMITTEE
Meeting Minutes
Wednesday, September 16, 2015

The City of Takoma Park Grants Review Committee met on Wednesday, September 16, 2015, in the Rose Room, Takoma Park Community Center, 7500 Maple Avenue, Takoma Park.

Members Present: Elizabeth Boyd, Gary Cardillo, Pamela Coffey, Lesley Perry, and Jennifer Wofford

Members Absent: Akena Allen

Guests Present: Susan, Nadine

1. Call to Order

Meeting called to order at 7:34 pm.

2. Minutes – June 30, 2015

Minutes from the previous meeting were accepted.

3. FY17 Community Development Block Grant Program

a. Overview of CDBG Program and Funding Priorities

At the start of the meeting, Sara Daines reviewed the Program Guidelines Fact Sheet and Funding Policy with the committee and advised the committee to pay close attention to the requirements. She then excused herself from the meeting.

b. Review of FY17 CDBG Public Service Applications

Committee members reviewed the applications individually before the meeting and used the provided rubric to rate all applications. The committee discussed the applications and raised questions. The completed rubrics were submitted to City staff.

i. CHEER: “Making Connections and Building Skills Among Tenants in Multi-Family Buildings” (\$11,600)

The committee agreed on the need to support community capacity building in Takoma Park. The questions and concerns involved the locations for the program (636 Houston Ave and a second location to be determined) and the uncertainty of what will be implemented in Phase 4. The committee recognized the need for resident input before final outcomes could be determined.

ii. EduCare Support Services, Inc.: “Takoma Park Food Pantry” (\$5,000)

The committee agreed on the need to support providing more fresh produce to low-income families in Takoma Park. The questions and concerns involved whether these were new or expanded services for the project and how long term solutions are being implemented.

iii. Village of Takoma Park: “Pilot Program for Individuals with Developmental Disabilities” (\$4,860)

The committee agreed on the need to support aging parents caring for adult children with disabilities, but were concerned about the low number of community members directly benefitting from this project (four). The committee was not sure if Village of Takoma Park had engaged with City staff or current offerings through the

Recreation Department. Are there any opportunities for Takoma Park residents to participate in Spirit Club events at other Maryland locations?

c. Development of Funding Recommendations for Presentation to City Council on Monday, October 5

The committee provides the following funding recommendations to the Council. To fund two of the three applications, the committee used a formula to award approximately 70% of the requested amounts. Gary and Lesley will present the results at the council meeting on October 5.

- i. CHEER: Fund \$8,100**
- ii. EduCare: Fund \$3,500**
- iii. Village of Takoma Park: Do not fund**

4. Proposed Facilitated Discussion of Grants Review Process and Funding Priorities

The committee agreed that a facilitated discussion of the grants review process and funding priorities would be good. This discussion and election of officers should occur once the committee has filled its vacancies.

5. Future Agenda Items

- a. Election of Officers – Chair, Co/Vice Chair, Secretary (Recommended)**
- b. Discussion of Community Grants Funding Priorities with Council (Recommended)**

6. Adjourn

Meeting adjourned at 9:14 pm.

Respectfully Submitted
Lesley Perry, Grants Review Committee Secretary