

City of Takoma Park, Maryland
GRANTS REVIEW COMMITTEE
Meeting Minutes

DATE: December 1, 2020
TIME: 6:30 p.m. to 8:00 p.m.
LOCATION: Zoom Webinar

Members Present: Nadine Bloch, Rachel Branaman, Jay Keller, Nicole Ferraiolo, and Susan Rosenblum

Staff Present: Grayce Wiggins, Housing Manager; Jennifer Hale, Grants Coordinator, Department of Housing and Community Development

Call to Order and Welcome

- Jennifer Hale called the meeting to order at 7:00 PM and welcomed the members of the Committee. The members of the Committee introduced themselves.
- Jay Keller moved to adopt the minutes of the October 27, 2020 meeting. Nadine Bloch seconded the motion.
- Meeting notes were opened and Rachel Branaman was selected as the primary note-taker.

Staff Update

- Jen Hale informed the GRC that all committee members need to review and sign the Committee Code of Conduct, and provided the GRC with instructions on how to do so.
- GRC applicants Mark Swartz and Keli Cochran participated in a Q&A with GRC Members.

FY21 Community Grants Cycle (30 mins)

- Susan Rosenblum presented her audit of the group Cyberninjaz. She noted there was low participation in the session she attended. She'd anticipated seven students and three students attended with one student moving to another class that appeared to be canceled. Susan noted that the grantee's proposal indicated they would serve 35 students through a drop-in model and wondered if they would be able to meet this goal. Susan noted that the program has potential and hoped registration would increase over time.
- Rachel Branaman presented information from her Upwardly Global audit. She noted that thirteen applicants attended the virtual information session. Jen Hale added that of the

thirteen, four had applied and were now job seekers within the Upplo program. Another info session will be held in the coming weeks with the goal of serving between 12-15 job seekers.

- Jen Hale requested volunteers for auditors. Susan and Rachel volunteered to audit Community Bridges. Nadine will visit Create Arts program. Jen Hale also discussed the programs not yet ready for auditing: ECC, GB Youth Media, Historic Takoma.

FY22 Community Grants Cycle (30 mins)

- Jen Hale requested volunteers to review the FY21 application question list and provide feedback for updates to the FY22 application by December 13, 2020.

Adjourn

- Meeting adjourned at 8:00 PM