



YOUTH COMMISSION AGENDA REPORT

January 13, 2021
Item 4

TITLE: DISCUSS EVALUATION PROCESS AND MEETING FORMAT FOR FISCAL YEAR 2021/2022 COMMUNITY GRANT FUNDS – YOUTH CATEGORY PROGRAM REVIEW

SUMMARY

The Youth Commission will be recommending for City Council consideration the approval of the Fiscal Year 2021/2022 Community Grant – Youth Category applications at its March 10, 2021 meeting. To prepare for the review and funding recommendation process, the commission should discuss the evaluation process and meeting format. Staff will be available to answer technical questions commissioners may have related to the use of ZoomGrants, the online grant software program.

RECOMMENDATION

Discuss evaluation process and meeting format for Fiscal Year 2021/2022 Community Grant Funds – Youth Category Program Review.

FINANCIAL STATEMENT

There are no immediate costs associated with this process, until funding recommendations are approved by City Council.

BACKGROUND

Each March, the commission reviews, discusses and makes funding recommendations for the Community Grant – Youth Category. In 2019, staff prepared a summary of applications, commissioner’s review, and initial funding recommendations. At the annual March meeting, commissioners are asked to listen to presentations from potential grantees, discuss applications based on the commission’s grant criteria, and obtain consensus on final funding recommendations. The same process will apply this March.

DISCUSSION

The Youth Commission will be reviewing the Fiscal Year 2021/2022 Community Grant applications - Youth Category online with the ZoomGrants program. Community Grant applications for Fiscal Year 2021/2022 are due Monday, January 18, 2021, at 11:59 p.m. The youth category grants have allocated \$42,198.96 for fiscal year 2021/2022.

Following the grant deadline, commissioners will be emailed a summary of grant applications and funding requests and encouraged to start reviewing online applications through ZoomGrants. Applications will remain available for review until Monday, February 8, 2021, at 11:59 p.m. Applications will still be viewable on ZoomGrants after that time; however, commissioners will not be able to modify their entries.

At the March 10, 2021, meeting, city staff will provide recommendations and a summary of the commissioners’ review in an agenda report for commission consideration.

ALTERNATIVE ACTION

Any other action as determined by the Youth Commission.

Submitted by:



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Recreation Supervisor