

GRANTS ADVISORY PANEL
Meeting Minutes
July 17, 2013
Charles County Government Building
La Plata, Maryland

Members present: Earle Knapp, David Williams, Cathy Meyers, Siobhan Ponder, Debra Posey, DFAS Support and Kim Bender – Recording Secretary. **Members absent** – Greg Early, Heather Zeolla, Sandy Washington, and Terri Davis

Called to order 2:20 p.m.

Discussion on the minutes of 11/29, Cathy Myers stated that she came in late to the meeting.

Motion by Dave to approve the minutes from the 11/29, 3/1, 4/11 and 4/17 with the change on 11/29. Earle seconded. All were in favor.

Discussed changes for the FY15 Application & Scoring Sheet.

A statement was made that we need specifics on the Vision 2020 for this year. Are there specific areas or designations that will be scored? It was determined that this would need to come from the Commissioners.

A discussion on the difficulties with the Outcomes being measurable. A suggestion was made of having CSM do a training session on this. Another suggestion was made that several years ago the United Way did a training called ‘logic models’. Suggestion was made to have a couple sessions on this prior to the application due date. Earle will talk with Dottie of UW to see if she has any info on the “logic models”.

The next discussion was on the weights of each question on the Scoring Sheet, especially Section 2. Some changes were made with the questions and a suggested weight was placed on section 2.

Couple changes made to the application – including a question on front page to indicate who attended training and more clarification on the additional documentation.

Suggestion made to add the Vision 2020 chart to the Score/Review Sheet so the information is collected at the time the Scores are sent. Clarifying that it is based on the funding requested.

Conclusion

Kim will make changes to the application and scoring/review form and send out to the Panel for comments.

Adjourned 4:16pm

Approved on 9-12-13



Earle Knapp, Chair