

GRANTS ADVISORY PANEL
Meeting Minutes
November 29, 2012
Charles County Government Building
La Plata, Maryland

Members present: Earle Knapp, Siobhan Ponder, Heather Zeolla, Terry Davis, Gregory Early (joined @ 2:50), Debbie Posey, DFAS Support and Kim Bender – Recording Secretary. **Members absent** – Sandy Washington, Cathy Myers and David Williams

Meeting called to order 2:18 p.m.

Earle motioned to approve the minutes of both October 10th and October 18th. Heather seconded. All were in favor.

Earle explained the Vision 2020 that has been added to the application and there was a discussion by the Panel.

There was a discussion and review of the “new” Scoring Sheet. The Vision 2020 was added to the scoring sheet in section 4 “outcomes”.

There was a discussion that the “word” is the Secretary of State Letters are going to be late again this year due to the State still having reduced staffing.

Greg joined the meeting at 2:50pm

Discussion on the outcomes and how they can be measured and that the Scoring Sheet is good. The Panel went through both the “old” and “new” Scoring Sheets to incorporate the questions so we don’t lose important information.

An updated Scoring Sheet will be emailed to the Panel for review and to submit their recommended scores for each section. The scores will be compiled and the average used. The scores will be sent out and a vote to approve the Scoring Sheet and Scores.

We then went through and assigned sections of the Application to Panel members to review at the upcoming Training Sessions. They are as follows:

December 12th

Section 1 & 2 – Earle/Siobhan
Section 3 & 4 – Cathy
Section 5 – Greg
Budget Forms – Debbie

December 14th

Section 1 & 2 – Earle/Siobhan
Section 3 – Heather
Section 4 – Heather
Section 5 – Terry
Budget Forms – Debbie

The Panel then reviewed a couple questions Debbie had on the FAQs sheet. We will post this to the website.

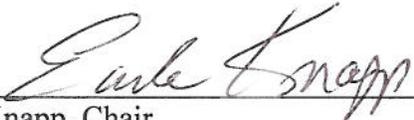
Conclusion

Everyone needs to review the new (will be emailed to everyone) Scoring Sheet and email recommended scoring for each section. Then vote on the final Scoring Sheet.

Next Meeting – will be the two training sessions held on Wednesday, December 12, 2012 from 9:00 – 11:00am and Friday, December 14th from 2:00pm – 4:00pm.

Meeting adjourned 3:58pm

Approved on 9-12-13



Earle Knapp, Chair