



PARKS AND RECREATION DEPARTMENT

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CITY COUNCIL STAFF REPORT

Meeting: January 7, 2021

Subject

Community Funding Grant Program Evaluation Form

Recommended Action

Review and approve the Community Funding Grant Program evaluation form.

Discussion

The Community Funding Grant Policy updates were approved by City Council on December 1, 2020. The criteria have been updated on the evaluation form to match the policy and application.

The former evaluation form included past performance of an organization. Five points were previously attached to these criteria. The proposed evaluation form changed the past criteria question to a yes or no whether they have met the qualifications. The five points that were previously awarded to past performance were added to the evaluation criteria, alignment with city mission and values. This change was made to create equity between the new and former applicants in the points awarded.

Evaluation criteria changes made in the policy that were approved on December 1, 2020 are as follows:

1. Alignment with City Priorities was changed to Alignment with City Mission and Values
2. Qualifications and experience of the organization and its staff was changed to Qualifications and experience of the organization and its members

The first change was made to create equity throughout the process of community funding. The City priorities change every year, but the mission and values stay the same. Lastly, a wording change was made from staff to members due to many organizations not having "staff."

Sustainability Impact

No sustainability impact.

Fiscal Impact

No fiscal impact.

Prepared by: Rachelle Sander, Recreation Supervisor

Reviewed by: Joanne Magrini, Director of Parks and Recreation

Approved for Submission by: Joanne Magrini, Director of Parks and Recreation

Attachments:

A – Current Evaluation Form

B – Updated Evaluation Criteria

C – Updated Community Funding Policy

D – Updated Community Funding Application