



## **PARKS AND RECREATION DEPARTMENT**

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### **PARKS AND RECREATION COMMISSION STAFF REPORT**

Meeting: March 4, 2021

#### Subject

Review Fiscal Year 2021-22 Community Funding Grant Applications and Presentation on the Commissioner Evaluation Process.

#### Recommended Action

Review Fiscal Year 2021-22 Community Funding Grant applications and receive a presentation on the commissioner evaluation process in the new Community Funding portal.

#### Discussion

The Community Funding Grant application process opened in January and closed on February 1, 2021. The City received 17 applications for the FY 2021-22 Community Funding Grant Program application cycle. Staff reviewed all submitted applications for completeness and eligibility, determined by compliance with the Community Funding Policy (Attachment A). Staff concluded that seven applications fully met eligibility requirements and ten applications were pending eligibility and required further consideration by the Commission to determine eligibility. All submitted applications will be provided to the Commission for review, as well as staff's evaluation of each application's eligibility. Applicants have been notified of the Commission meeting and will have the opportunity to provide any clarification regarding Commissioner's questions.

Following the review of applications, staff will present the commissioner evaluation process in the new Community Funding portal. Evaluations will need to be submitted in the portal by commissioners before Thursday, March 18 by 9 a.m.

#### Sustainability Impact

No sustainability impact.

### Fiscal Impact

No fiscal impact associated with reviewing Community Funding applications and receiving staff's presentation. In April, the Commission will review application evaluations and provide a recommendation regarding funding to City Council for final approval.

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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 Community Funding Policy

B – Community Funding Applications Summary

C – Community Funding Applications & Eligibility Criteria