

Minutes for Grants Subcommittee meeting

1/25/23, City Space, 4:30pm

Present: Max Robinson, Deputy Clerk of City Council

Grants Committee: Adrienne Ward (Chair), Daman Irby, Vivien Wong; Alicen Brown in absentia, but contributed written remarks/evaluations of the Grants applications, ahead of time.

AW opened the meeting reminding all present of the public nature of the meeting, and of our fairly strict time constraints, given the need to evaluate 20 applications for 2023 Sister City Grant Funding and decide on finalists, to be recommended to the larger CSCC at their next meeting (Feb 7, 2023).

AW distributed a list of the 20 applicants/projects, with shorthand names for each, to be used for reference (see attached).

AW reviewed with the Committee the principal criteria for grant funding. The proposed project needs to:

- Serve the Sister City Program mission: promote understanding and foster relationships between residents and organizations in the Charlottesville area and our Sister Cities through cultural, economic, educational, and humanitarian activities;
- identify at least one among our 3 Sister and 1 Friendship cities;
- connect with, benefit Cville community as well;
- ideally describes a specific population(s) that gains from the initiative, and clearly explains how they benefit.

The Committee discussed whether there were any automatic eliminations, by virtue of program stipulations. 7 applications were disqualified, based one or more of the following:

- Project does not align with CSCC mission
- Lack of basic application requirements
- Input from city reps as to feasibility (before the deliberation meeting city reps were given those applications that pertained to her/his city and asked to assess them for practicality, feasibility, obvious red flags, etc.)

The remaining 13 applications were discussed one-by-one, beginning with those that scored highest in terms of the review grid, and also struck the Committee members as strongest ideas/initiatives, in accordance with our criteria.

After careful consideration, the Committee decided to recommend six projects deemed the strongest – the total of their funding requests (ca. \$4000 each x 6 = \$24K) met the entire budget for this year's Grants Program. To clarify our provisional decisions, we agreed we would reach out to some of applicants for additional information. We determined to contact these projects: Her Padded Truth, MisMatch Around the World, Sister Revolutions, and Two Cities Podcast.

The meeting adjourned at approximately 6:15pm.

* See attached "Recommendations Report" for what was presented/recommended to the CSCC, including project descriptions for the 6 proposals selected.

** See Minutes of Feb. 7, 2023 CSCC meeting for coverage of our presentation of recommended projects, final vote on recommendations, etc.