



**COMMUNITY ADVISORY BOARD (CAB)
COMMUNITY IMPROVEMENT GRANTS (CIG) SUBCOMMITTEE
ITEMS FOR CAB CONSIDERATION AND DISCUSSION**

1. Align the grant cycle with the annual budget process – would mean skipping the 2018 cycle to sync the grant cycle to the FY 2019-2020 budget development cycle.
2. Hold a grant application workshop to help applicants understand the application process.
3. Develop Frequently Asked Questions (FAQs) to include with the grant application.
4. Establish eligibility standards/requirements to include:
 - a. Some required “break” between grant awards. For example, a grant recipient could be limited from re-applying for some period of time (ex. 1 – 3 years were discussed by the Committee). Any period for a required break would be determined by the CAB.
 - b. A limited on the number of applications that an individual or organization can submit during a single grant cycle. Number to be determined by the CAB.
 - c. If an applicant was a prior awardee but did not submit for reimbursement, applicant cannot apply for a grant until certain conditions are met. CAB to determine what these conditions are.
 - d. Disqualifying of applications for projects that are in conflict with Council policy, including City ordinances, then the project is ineligible for funding.
 - e. Allow staff to pre-screen applications and remove ineligible applications prior to sending them to the CAB.
5. Develop a scoring system to be used by CAB Members when reviewing grant applications.
6. Develop criteria for prioritizing applications.
7. Schedule special meeting for grant presentations.
8. Schedule a discussion of grants by the CAB prior to the decision-making meeting.