City of Takoma Park Maryland
GRANTS REVIEW COMMITTEE
WORKSESSION AGENDA

DATE: Tuesday, March 1, 2016
TIME: 7:30 p.m. to 9:00 p.m.
LOCATION: Takoma Park Community Center-Sam Abbott Citizen's Center
Hydrangea Room, 7500 Maple Avenue, Takoma Park

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1. Call to Order

2. Welcome and Introductions

3. Facilitated Discussion of Grants Review Process and Funding Priorities

   a. Program Guidelines and Priorities

   b. Grants Review Process and Procedures

   c. City Council Expectations for Committee Recommendations

   d. Norms for Committee's Application Review Process

4. Selection of Next Committee Meeting

5. Adjourn

COUNCIL REVIEW OF COMMUNITY GRANTS PROGRAM
Tentatively Scheduled for Wednesday, March 16, 2016

SUGGESTED DISCUSSION QUESTIONS

Program Guidelines and Priorities

    a. Are the Council's established funding priorities clear? If not, what type of clarification is needed?

    b. Are the current three-year funding limitations and the limit on the number of grants that can be awarded to single entity in a given funding cycle appropriate?

Grants Review Process and Procedures

    a. Does the current application process work? If not, what modifications should be considered?

    b. Does the current evaluation process work? If not, what modifications should be considered?

    c. Newly formed groups or groups the committee members are not experienced with may be at a disadvantage in the selection process. How can the process allow the committee to develop familiarity with such groups?

    d. How should mid-year funding requests be handled by the Council?

Clarification of City Council Expectations

    a. What kind of direction from Council would be helpful to the committee – e.g. ranked priorities?

    b. What is the best way to present funding recommendations to the City Council?

Norms for Committee's Application Review Process

    a. Should the committee consider adoption of rules of conduct to govern discussions?

    b. Are there ways to restructure the process to systematize the decision making?