



MORE ART.
CULTURE.
PEOPLE.

CSGP Committee – Application Review Meeting

Minutes

Thursday, July 21, 2022, 9:00-11:00 AM

Jessie Ball duPont Center, 40 East Adams Street | Conference Room 202

<https://us06web.zoom.us/j/83642643234> Meeting ID: 836 4264 3234 | PHONE: +1 646 558 8656

CSGP Members Present In-Person: Wilton Blake, Alarie Gibbs, Kimberly Morrison, Sally Pettegrew, Tim Snyder, Angela Strain, Ellen Williams (Chair)

CSGP Members Present Online: Jennifer Brown, Karen Estella Smith, Jeff Strohecker

CSGP Members Absent: Kirsten Doolittle

CCGJ Staff: Amy Palmer (Director of Grants Administration), John Poage (Grantmaking Manager)

Guests: NA **General Public:** None

CALL TO ORDER: 9:05 AM

PART ONE: 9-10 a.m.

Call to Order/Roll Call

Ellen Williams

Approval of Minutes

Ellen Williams

- Jointly approved minutes from Committee Capitals Hearing 6/23/22 AND Committee On-site Training meeting 6/30/22 **MOTION: Pettegrew, 2nd by Snyder.**

CSGP Misc.

Amy Palmer

- City Funding Update, discussion of CSGP Committee Terms and Recommitment/ Reappointment, overview of applicants.

On-site & Foundant Check-in

Amy Palmer

- Review Foundant interface, plan for scheduling On-Site visits, review of forms and instructions, processes for submitting reports, scoring and comments, Recusals.

Meeting follow-up

Amy Palmer

- Meeting materials posted to “shared docs” in Foundant; also all on-site reports
- Deadline to submit On-site reports: 8/29/22 (in Foundant and email Amy/John)
- Deadline to submit Preliminary scores: 9/12/22 (in Foundant)

Public Comment

Ellen Williams

5-minute break

PART TWO: 10:10-11 a.m. *New committee members stay for further training. Returning committee members may leave, or stay for review*

Any questions on On-site Visits or Foundant online grants system? Amy Palmer

Process Review of CSGP and Application process. Amy Palmer

Review of Scoring Statements and Comments section Amy Palmer

Public Comment Ellen Williams

Adjourn 10:30AM Ellen Williams

Next meeting: Thursday, Sept. 15, 9-11 a.m. @ Cultural Council

Hearings: Wednesday, Sept. 28 and Thursday, Sept. 29, 8:45 a.m.-5 p.m., duPont Center