

FOOD EQUITY MICROGRANT SELECTION COMMITTEE MEETING

MEETING MINUTES

Thursday, March 9th, 2023

The following members of the Food Equity Microgrant Program Selection Committee were present:

In person

Maria Schwarz, Committee Chair

Cristobal Villegas

Karina Villalba - *joined the meeting via phone at 2:58 pm then arrived in person at 3:15 pm*

Electronic

Maddie Judge, Committee Vice Chair – *left the meeting at 3:00pm after voting to accept the bylaws*

James Hunter

The following members were absent:

Xris Macias

Hannah Barton

Gina Cornia

Also Present:

Monica O'Malley, Committee Secretary

Minutes by Monica O'Malley, Salt Lake City Sustainability Department, Special Projects Assistant

Meeting Time: 2:30 pm | Time Commenced: 3:55 pm

1. Committee by-laws review & adoption

Chair Schwarz reviewed the drafted Selection Committee Bylaws, and the 5 voting members present voted unanimously to adopt the bylaws.

2. Open & Public Meetings Act (OPMA) Training

The attendees watched a youtube video called Open and Public Meetings Act 2022 in order to comply with the OPMA training requirement. Voting members that were not able to attend the meeting will be able to view the OPMA training video on their own time to comply with the requirement.

3. Overview of Food Equity Microgrant Program

Chair Schwarz went over Salt Lake City's definition of equity and how it fits in with the committee's responsibilities and process. Chair Schwarz also went over the goal of the committee and how it relates to food equity. Chair Schwarz explained how the Program was developed, the amount of funding available, the different Program grant types, and eligibility criteria.

Mr. Villegas asked who put the Program together. Chair Schwarz explained that she used input from one of the Resident Food Equity Advisor cohorts, the food policy council, and other departments to craft the structure of this Program.

Mr. Villegas asked if this committee will have an opportunity to meet with the Food Equity Advisor group, and Chair Schwarz replied that we can certainly do that and explained that she would like to create a cohort out of the funded applicants to help build the awareness of food work in Salt Lake.

Chair Schwarz explained the Program goals, funding categories and priority populations.

Ms. Villalba asked if undocumented people could apply. Chair Schwarz explained that selected applicants would have to sign a contract with the City and comply with City systems to receive funds, and that would create a barrier for undocumented folks to be awarded grants.

Chair Schwarz gave an overview of the applicant pool, highlighting some general characteristics of the individuals and organizations who applied. A total of \$130,000 in funds was requested, and the committee has \$35,000 to give away.

4. Review of scoring rubric

Chair Schwarz explained how White Supremacy Culture tends to play a role in grant making and how inequity can be addressed and challenged during the scoring process.

Ms. Villalba asked if this Program will be run annually. Chair Schwarz said that is the hope. She reached out to people in Seattle, WA and Austin, TX who ran similar programs, with the Austin program being most similar to this one. The Austin program had \$1,000 in funds during its first year in 2020 and now has \$100,000 in funds to give away. Chair Schwarz hopes this pilot program will have a similar success story.

Chair Schwarz shared a draft of the rubric and explained that it will be available in a google form to committee members for ease of scoring. The Committee will split up into teams to score the applications, and Chair Schwarz will review all applications to check for certain technical criteria.

Chair Schwarz explained how questions asked in the home grant applications vs the community grant applications will be scored.

Mr. Villegas asked how location prioritization for home applications is determined. Chair Schwarz responded that applicant zip code and district information will be available, and the committee will consult the Salt Lake City Anti-Displacement Study to determine whether an applicant falls within an identified area of top priority. Top priority neighborhoods include Glendale, Poplar Grove, Ballpark, Rose Park, Fairpark, West Point, and Garden Meadows. Mr. Villegas mentioned that redlining maps could also be a good resource for determining location prioritization.

Chair Schwarz explained that, for the larger community organization grants, less funding than the requested amount may be awarded.

Chair Schwarz explained that each committee member will be assigned to a scoring team and will review about 15 of the home grant applications and about 8 community grant applications.

5. Next steps & timeline

Chair Schwarz explained that committee members who are not present will need to confirm via email that they have watched this meeting and the OPMA training video. Once confirmed, committee members will receive applications and scoring materials. Scores are to be submitted by March 20th, and the next meeting will be March 23rd to discuss applications. A March 30th meeting will be held to address final questions and vote on funding.

6. Adjourn

There being no further business, the meeting was adjourned.

APPROVED: _____ Date:
Maria Schwarz, Committee Chair

This document and the recording constitute the official minutes of the Food Equity Microgrant Program Selection Committee meeting held March 9, 2023.