



## FOOD EQUITY MICROGRANT SELECTION COMMITTEE MEETING

### MEETING MINUTES

**Thursday, March 23rd, 2023**

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

***In person***

Maria Schwarz, Committee Chair

***Electronic***

Maddie Judge, Committee Vice Chair

James Hunter

Karina Villalba - *left the meeting at 1:02 pm*

Cristobal Villegas

Xris Macias

Hannah Barton - *joined the meeting at 12:15 pm*

The following members were absent:

Gina Cornia

**Also Present:**

Monica O'Malley, Committee Secretary

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

**Meeting Time: 12:00 pm | Time Commenced: 1:08 pm**

#### **1. Approve meeting minutes**

Mr. Villegas motioned to adopt minutes from the 3/9 meeting. Ms. Villalba seconded the motion. The motion passed unanimously.

#### **2. Review Home Food Grant application scores/questions**

Mr. Villegas asked how many eligible Home Food Grants were received and how much of the \$35,000 could be allocated to Home Food Grants. Chair Schwarz replied that about 54 eligible Home Food Grants were received and funding for all those grants would come out to about \$13,500. Mr. Villegas expressed that he would like the committee to consider approving all Home Food Grant applications to receive funding without going through the scoring process so more time can be spent on scoring the Community Grant applications. Mr. Hunter and Ms. Villalba expressed agreement.

Mr. Macias asked for clarification on the applicants who applied for the Community Grant but are only eligible for the Home Food Grant and vice versa. Chair Schwarz replied that there is one applicant in the Community Grant pool that perhaps should be in the Home Food Grant pool and another applicant that applied to both grants. Chair Schwarz will look into these two applications.

Mr. Villegas motioned to approve all eligible Home Food Grants. Ms. Barton seconded the motion. The motion passed unanimously with the understanding that Chair Schwarz will look into the applications in question. This leave about \$21,500 in available funding to be applied towards Community Grants.

### **3. Review Community Grant application scores/questions**

Ms. Barton asked what the highest possible score for Community Grant applications is under the current scoring process. Chair Schwarz replied that the highest possible score is 315 points.

Ms. Barton expressed that she thinks the leadership category should weigh into the applicants' scores less, and the community served category should weigh in more. Ms. Barton suggested changing the leadership category from a 3x factor to a 2x factor and changing the community served category from a 2x factor to a 3x factor. *In the scoring rubric, the community served category is called "population".* James Hunter expressed agreement, and there was no opposition. Chair Schwarz confirmed that the scoring rubric will be changed according to Ms. Barton's suggestion.

Vice Chair Judge asked if any Community Grant applicants asked for less than the maximum limit of \$5,000. Chair Schwarz replied that most applicants asked for \$5,000, but a few applicants asked for less than the maximum amount.

Chair Schwarz expressed that the Committee should consider whether they want to grant partial funding to a higher number of applicants or give full funding to less applicants. Ms. Barton expressed that she is in favor of partial funding. Mr. Macias expressed that he is also in favor of partial funding as long as the Committee first looks at applications with high scores and considers granting the total amount of funding requested in those cases. Ms. Villalba expressed that she is in favor of partial funding because it would enable the Committee to reach more people and help establish applicants' faith in the grant.

Chair Schwarz explained that there are three applicants that have very high scores, and one of those three applicants asked for less than \$5,000. Ms. Barton asked if the Committee should first investigate how it would look for the rest of the applicant pool of those top three applicants were fully funded, then decide whether to partially fund the top three applicants. The Committee unanimously agreed with this approach.

The Committee discussed organizations that may require follow up conversations before final decisions are made. The Committee also identified some opportunities for organizations to collaborate and considered the idea of putting those organizations in touch with one another.

The Committee discussed the goals of the grant and how they relate to sustainability. It was discussed whether proposals to buy food aligns with the purpose of the grant and how rewarding larger organizations should be considered given they likely have greater access to funding opportunities. The Committee identified some larger organizations that likely have an annual budget of \$1 million or more. The Committee decided that, if this grant program is replicated in the future, some criteria on organization size and annual budget should be incorporated into the scoring mechanism to ensure smaller local organizations are prioritized to receive funding.

Chair Schwarz asked the Committee their thoughts on funding for profit businesses vs nonprofits and grassroots organizations. Ms. Villalba replied that even though some organizations are for profit, they still offer value to the community. Ms. Villalba does not think these businesses would be using the money for personal gain. Ms. Barton expressed agreement.

### **4. Discuss funding ratio**

### **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 23, 2023.