

## **Family & Children's Trust Fund (FACT)**

### ***Grants Committee Meeting Minutes***

*August 31, 2017*

The meeting was called to order at 1:06pm by committee chair Judy Kurtz on August 31, 2017. The meeting included: Mary Riley, Pam Kennedy, Liliana Hernandez, Lisa Specter-Dunaway, Nicole Poulin, and Meghan Resler.

Ms. Poulin reviewed proposed changes to the Small Grant Awards Policy which added provisions that the FACT logo must be included on event materials and Grants must complete and submit FACT Ad Hoc Summary report within 30 days of the event. Committee members agreed with proposed changes to the Ad Hoc Statement. Committee Chair Kurtz reviewed proposed timeline and the committee was in favor of the proposed timeline as presented.

Committee Chair Kurtz reviewed previous funding cycle, including: changes made last cycle to include systems change grants, number of readers (about 7); and reviewing process (each grant is read by 2 people and readers use a rubric to score).

Ms. Poulin asked committee if they would like to put a cap on the amount of words for each narrative in *Attachment B- Project Description*. After discussion committee agreed to limit each question to 500 words, double spaced, 12 font.

Ms. Poulin gave a summary of work being done at the state level on expanding trauma-informed practices with leadership from The Children's Cabinet and Voices for Children.

Ms. Kurtz reviewed notes the grant committee made on the RFP and Grant making process in their March 2, 2016 meeting. Following a thorough discussion of the notes, the committee agreed to make the following recommendations for 2018-2020 Grant Cycle at the September FACT Board Meeting:

- Award two "Systems Change Grants" up to \$50,000 grants (\$100,000 set aside), similar to the current cycle funding
- Award six to seven "Service Grants" up to \$30,000 grants (\$200,000 set aside). These awards will be similar to the current cycle with the additional option of supporting "pilot projects focused on innovative expansion of trauma informed care practices."

The committee also discussed several small wording, logistical, and application submission changes to the RFP. FACT Staff will make initial changes to RFP in Microsoft Work Track Changes and send to Grants committee members to make additional edits. FACT Staff will then combine all edits to the RFP.

Ms. Kurtz adjourned the meeting at 4:24pm.