

## Minutes

3/4/2016

Grant Steering Committee:

Attendance: Allan, Chief, Jean, Nicky, Michelle

Called to Order: 10:04

### Elect Chair

Consensus to elect a Chair and if and when we grow, elect more officers.

Allan nominates Nicky Michael to Chair.

Michelle Holley seconds.

Chief Brooks calls for the vote.

3 yes

2 abstains (Chief and Nicky)

### Status of Current Grants:

Chair asks for status of written and awaiting grant award or denial.

Jean states the only one we are waiting on is the First Nations Development gardening and equipment for \$20k through the Title VI.

The ICDBG/HUD application was denied—Assisted Living.

Chair asks for copies of the application and the denial letter to make the adjustments for the next cycle.

Other possible grants are through a Library and NAGPRA.

The next department-head meeting is Wed. March 16<sup>th</sup>. Tribal Manager will request:

1. Official statement from each department about what grants they have written—to input into a spreadsheet.
2. What their priorities are to obtain funding.
3. Go over the process of providing a proposal to the Grant Steering Committee and we say yes or no based on feasibility

Michelle motions to develop a formal grant application and reporting calendar.

Nicky seconds.

All in favor.

We would like IT to develop this asap.

#### Electronic

Chair asks if copies of our grant applications are electronic and asks for input as to how to achieve this.

Michelle agrees that we need to establish this as a system for the Committee to have electronic access.

We need this electronic system within the next few months.

#### Priorities and Payment:

Chair states the third step as an organization is to establish what our priorities. Michelle states that we do have the five areas of focus from our strategic plan at the end of last year.

The last department-head meeting the Tribal Manager addressed this but “there is no money to pay a grant-writer.”

The General Fund could be used to pay for a writer. Michelle requests to use our Procurement Policy through an RFP. The Chair explains that there are many grant writers through the country who would possibly write a HUD or ANA grant. To access them we need to develop the RFP. Some would possibly do it pro bono or at a reduced cost.

Allan motions to develop a directory list of potential grant writers and their areas of expertise.

Michelle seconds.

All in favor.

Michelle asks if we have an area on our web site to post these RFPs. Jean affirms this.

Chair also states the key to this system would be that the departments assure enough time for any grant proposal to be prepared, even if it is a smaller grant or a pro bono writer.

#### Preparation:

Grant writing is a science and that includes preparation. The organization needs preparation work complete to achieve success. She asks if we have surveys.

Allan says we do for Title VI and he is going to obtain copies.

As to the membership at-large, there is nothing current (other than what we can pull from software in enrollment). Sherry used our last survey from 2009.

Michelle's work on the Roads plan will assist and will tie into this.

Meeting Time;

Fridays are good times at 11 pm.

Next Friday, however, due to Allan's schedule, we will hold the next call at 8 am (central time).

Meeting closes: 11:40