

Grant Application Review Process (GARP) Meeting Minutes

November 16, 2022

In-person at 3 W Conference room at the Idaho Department of Labor.

317 W. Main St., Boise, ID 83735

In attendance:

~~Mat Erpelding~~, Katie Mathias, April Durrant, Kim Empey, Heather Uhi, Penelope Larsen, Micaela de Loyola-Carkin, Renee Bade

Meeting called to order at 10:00 a.m.

Public Health AmeriCorps

Applicant: Gem State Public Health (Idaho State University)

Applicant Info and Application Info:

- Need to write N/A

Narrative:

- Be explicit in the application.
- Add section "Changes in operating sites" – write N/A or list where you will be removing sites
- Add section "Significant Changes in Program Scope or Design" – write N/A
- Should discuss that the number of members has increased and was approved in a previous amendment. This will help better align with the performance measures.
- Add section "Significant Changes to Monitoring Structures" – write N/A
- Add section "Significant Changes to Staffing" – write N/A

Performance Measures:

- Add section "Changes to Performance Measure" - write N/A

Budget:

- Under staff travel - \$74 per diem for staff travel – this should be \$55.
- Mileage rate should be .625 throughout the application.
- Differing mileage amounts between distance between Pocatello to Boise. These numbers should be consistent throughout.
- Per diem rates for dinner should align with state rates – they currently do not.
- ASIST training – inconsistent throughout if it is a daily rate or per training amount rate.

Additional Comments/Recommended Updates & Changes:

- Seems like an extensive amount of money for not an extensive impact within their performance measures.

Recommend Be Submitted for Funding to the Commission with clarifications:

- Katie Mathias: Yes
- Micaela de Loyola –Carkin: Yes

- April Durrant: Yes
- Heather Uhi: Yes
- Penelope Larsen: Yes
- Kim Empey: Yes
- Renee Bade: Yes

Competitive AmeriCorps Programs

Applicant: Idaho HealthCorps (Idaho State University)

Applicant Info and Application Info:

- Need to write N/A

Narrative:

- Add section “Changes in operating sites” header above the changes to operating sites.
- Add section “Significant Changes in Program Scope or Design” – include you are asking for additional funding and what that funding is for.
- Should discuss that the number of members has increased and was approved in a previous amendment. This will help better align with the performance measures.
- Add section “Significant Changes to Monitoring Structures” – write N/A
- Add section “Significant Changes to Staffing” – write N/A

Performance Measures:

- Add section “Changes to Performance Measure” – would recommend increasing performance measures to align with the increase in request for additional slots and funding.

Budget:

- Would recommend increasing the amount of funding dedicated to site visit/monitoring to align with the amount of states
- Be consistent in mileage between Boise and Pocatello
- Increase mileage amount to state per diem rates.
- Utilize the state rates for meals – these are currently incorrect.
- What is the member recruitment monthly fee? Clarify this is not advertising.

Additional Comments/Recommended Updates & Changes:

- Concerned they are asking for additional slots. Last year had 80% enrollment and are currently at 48% enrollment for the current program year.
- Asking for \$100,000 more this year, claim that it is all going to living allowance. However, \$17,000 is not going to member living allowances. Should be transparent on where these additional funds are going.

Recommend Be Submitted for Funding to the Commission with clarifications:

- Katie Mathias: Yes

- Micaela de Loyola –Carkin: Yes
- April Durrant: Yes
- Heather Uhi: Yes
- Penelope Larsen: Yes
- Kim Empey: Yes
- Renee Bade: Yes

Motion to dismiss:

Motion: April Durrant

Second: Katie Mathias

Meeting dismissed at 10:43 a.m.

Minutes submitted by Renee Bade.