

**PUBLIC NOTICE**  
**REGULAR MEETING OF THE**  
**Community Action Grant Technical Review Board**  
**Wednesday June 13, 2018, 7:00 p.m.**  
**Council Chambers, 300 State Highway, Bethel, Alaska**



**AGENDA**

**Members**

Jennifer Dobson  
S. Grady Deaton  
Sarah Angstman  
Louise Russell  
Amber Jones  
Leif Albertson (Council Rep)

**Ex-Officio**

John Sargent

**Recorder**

John Sargent

- I. CALL TO ORDER
- II. ROLL CALL
- III. PEOPLE TO BE HEARD
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES
  - A. June 6, 2018 Regular Meeting
- VI. NEW BUSINESS
  - A. Review and score applications and responses received (may include questions to applicants in attendace)
  - B. Review/finalize application, forms, & processes
- VII. COMMISSION MEMBER'S COMMENTS
- VIII. ADJOURNMENT

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John Sargent, Recorder

POSTED: Post Office, AC, Swanson's, and City Hall

# City of Bethel Community Action Grant Technical Review Board Meeting Minutes

June 06, 2018

Regular Meeting 7 p.m.

Bethel, Alaska

**I. CALL TO ORDER**

MEETING CALLED TO ORDER AT 7:03 pm.

**II. ROLL CALL**

<b>BOARD MEMBERS PRESENT:</b>	
Jennifer Dobson, Chair	Sarah Angstman
Leif Albertson, Council Rep. (7:05 pm arrival)	Amber Jones
S. Grady Deaton	
<b>BOARD MEMBERS ABSENT:</b>	
Louise Russell	
<b>ALSO IN ATTENDANCE:</b>	
John Sargent	

**III. PEOPLE TO BE HEARD**

None.

**IV. APPROVAL OF AGENDA**

<b>MOVED:</b>	S.G. Deaton	Switch Item A & Item B on Agenda.
<b>SECONDED:</b>	S. Angstman	
<b>VOTE ON MAIN MOTION</b>		
4-0 All in favor		

<b>MOVED:</b>	S. Angstman	Approve Agenda as amended.
<b>SECONDED:</b>	A. Jones	
<b>VOTE ON MAIN MOTION</b>		
5-0 All in favor		

**V. APPROVAL OF MINUTES**

<b>MOVED:</b>	L. Albertson	Approval of Minutes from 03/14/2018
<b>SECONDED:</b>	S. Angstman	
<b>VOTE ON MAIN MOTION</b>		
5-0 All in favor		

**VI. NEW BUISNESS**

<b>MOVED:</b>	L G. Deaton	Move into Committee as a Whole.
<b>SECONDED:</b>	L. Albertson	
<b>VOTE ON MAIN MOTION</b>		
5-0 All in favor		

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The Committee discussed each application and devised a list of questions to ask each applicant for more information. Recorder to type up letters for each applicant with questions and to invite each applicant to next CAG meeting, Wednesday, June 13, 2018.

Chair J. Dobson moved group out of Committee as a Whole.

<b>MOVED:</b>	S. Angstman	Move into Committee as a Whole.
<b>SECONDED:</b>	S.G. Deaton	
<b>VOTE ON MAIN MOTION</b>	5-0 All in favor	

Chair J. Dobson moved the group out of Committee as a Whole.

<b>MOVED:</b>	S. Angstman	Elect Shawn Grady Deaton as Vice-Chair.
<b>SECONDED:</b>	A. Jones	
<b>VOTE ON MAIN MOTION</b>	5-0 All in favor	

<b>MOVED:</b>	S.G. Deaton	John and Jennifer to make changes discussed in this meeting to CAG materials and website.
<b>SECONDED:</b>	A. Jones	
<b>VOTE ON MAIN MOTION</b>	5-0 All in favor	

**VII. BOARD MEMBER COMMENTS**

**VIII. ADJOURNMENT**

<b>MOVED:</b>	A. Jones	Adjourn the meeting.
<b>SECONDED:</b>	L. Albertson	
<b>VOTE ON MAIN MOTION</b>	5-0 All in favor	

Meeting Adjourned at 9:12 p.m.

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# City of Bethel Community Action Grant Technical Review Board Meeting Minutes

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June 06, 2018

Regular Meeting 7 p.m.

Bethel, Alaska

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The next meeting is a grant application review meeting set for  
Wednesday, June 13, 2018 in City Hall at 7 pm.

Respectfully Submitted:

\_\_\_\_\_  
Jennifer Dobson, Chair

APPROVED THIS \_\_\_\_\_ day of \_\_\_\_\_ 2018.

ATTEST: \_\_\_\_\_



# City of Bethel

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Website: [www.cityofbethel.org](http://www.cityofbethel.org)



June 8, 2018

Reyne Athanas  
UAF-Kuskokwim Campus & BCSF  
201 Akiak Drive  
Bethel, AK 99559

Dear Reyne Athanas:

The Community Action Grant Committee met on June 6, 2018 at City Hall from 7 pm to 9:15 pm. In that meeting, the Committee decided to invite you or a representative from your organization to the Committee's next meeting to be held on June 13, 2018 at City Hall beginning at 7 pm. The Committee plans to discuss application scores in public and may ask you additional questions about your application or organization at the meeting.

In an effort to fully understand each application's project description, the Committee developed additional questions for each applicant. Please answer the following questions about your Celebrating Diversity – Taste of Bethel project by sending an email response to [CAG@cityofbethel.net](mailto:CAG@cityofbethel.net). The deadline to send responses to CAG by email is **Tuesday, June 12, 2018 at 5 pm.**

1. Would you accept partial funding for the project you proposed in your application?

Taste of Bethel would be able to make improvements to the event with partial funding, although we believe we can push the event to an even greater potential with all funds requested.

2. The parameters of the Community Action Grant forbid the Committee to award money for third-party giving, or funds that are gifted to other individuals or organizations. Please explain how your project conforms or does not conform to this parameter.

For the 2017 Taste of Bethel, cooks were each responsible for buying their own ingredients and equipment however this was a great hindrance for participation. This year, we'd like to give reimbursement for cooks that provide a receipt from a local grocery store. We don't believe this is third-party giving because it is covering a cost that has already been incurred for our event.

3. How much money do you expect to collect at the door from participants?

Gross income at the door for our first event, summer 2017, was roughly \$1,500. All of this was distributed back to the cooks. This year, we hope to double that to \$3,000.

4. How much do you plan to pay for food or food-related supplies?

Reimbursement limit for each cook -  $\$200 \times 15 = \$3,000$

Paper plates Biodegradable, Compostable Sugarcane (1000) -  $\$35 + \$10$  shipping

Disposable Wooden Forks Biodegradable, Compostable (100) -  $\$9 \times 4 = \$36^*$

Compostable and Biodegradable Paper Hot Cup (1000) -  $\$62 + \$10$  shipping

Biodegradable, Compostable Napkins (4,500) -  $\$87^*$

\*free shipping

5. Please provide the 2017 Budget for this event, including all revenues and expenses.

We did not initially have a budget for this project as it was an experiment that turned out to be wildly successful. The space, tables, coffee/tea, and napkins were all provided by the YPCC, a partner. Table cloths were recycled from an earlier event. Most chefs provided their own portion-sized dishes and utensils, however, we see that this may be a burden to cooks in the future. Gross income was about \$1,500 however the organizing entities did not make a revenue because we split it up between chefs.

6. How much money do you plan to give to the chefs? If you do not have an exact amount in mind to give to chefs, how do you plan to compensate the chefs?

We will limit grocery store reimbursements to \$200 per chef.

At the event, the money collected is distributed back to the chefs proportionally based on how much they sold. Attendees buy tickets at the door and trade those tickets with the chefs for food. At the end of the event, the chefs trade in all the tickets they received for money.

Thank you for taking the time to respond to the Committee's questions. We hope you can attend and participate in the next Community Action Grant Committee meeting on June 13, 2018.

Sincerely,

**Jennifer Dobson**

Jennifer Dobson  
Committee Chair

June 11, 2018

Paul Basile  
Sackett Hall, UAF-Kuskokwim Campus  
PO Box 845  
Bethel, AK 99559

Community Action Grant Committee  
Attn: Jennifer Dobson  
via: [jsargent@cityofbethel.net](mailto:jsargent@cityofbethel.net)

Dear Jennifer Dobson (and other members of the CAG Committee):

Thank you for your consideration of our application. I'm grateful for the opportunity to tell you more about our program and looking forward to the meeting this Wednesday night. For now, here are answers to your follow-up questions:

1. Would you accept partial funding for the project you proposed in your application?  
*We certainly would, though because the fees and other expenses associated with a Jesuit Volunteer placement are fixed, we would need to seek additional funding to cover any balance that remains.*
2. Do you expect to receive other funding for this project that was not reflected in the budget? How much?  
*At this time we do not expect any funding beyond the \$6,000 we have already received from YKHC Diabetes Prevention and Control, which was reflected in the budget.*
3. How many students live in Sackett Hall? How many are from Bethel?  
*As it is summer, there are currently no students at Sackett Hall and our numbers tend to fluctuate a bit from one semester to another. There are 37 beds available to students. Last year, as many as 22 beds were occupied by full-time students. Our residents mainly hail from YK Delta villages, but last year I believe 3 were Bethel residents before moving into Sackett Hall.*
4. Are the activities planned and coordinated by the Wellness Programming Specialist open to non-dormitory residents?  
*Yes, all of the Wellness Programming Specialist's activities are available to all students, not just Sackett Hall residents.*
5. How many students normally participate in the planned activities?  
*This is difficult to answer because attendance can vary dramatically from one offering to another and even from one day to another. Through all that Danny did this year – kayaking, fishing, trips to the Fitness Center, co-advising Student Government, assisting with our recycling program, tutoring and other academic support and much more – it is safe to say that his programming reached most KuC students, many of them on a very consistent basis. This includes Sackett Hall residents, Bethel based students, full-time, part-time and even some distance students.*

Again, thank you for the opportunity. See you Wednesday!

Sincerely,



Paul Basile

June 9 2018

Community Action Grant Committee

Dear Jennifer and CAG Committee,

Thank you for taking the time to consider our CAG grant submission and the offer to come and share more about what we are doing at the CAG committee meeting on June 13<sup>th</sup> at 7pm. Bob and Rachelle White will attend in representation of HOPE in Alaska Ministry/ Camp HOPE.

Thank you for clarifying your questions to which you will find our responses below in blue color:

1. Would you accept partial funding for the project you proposed in your application?
  - Yes, we would be grateful for a contribution that could be made to help the kids
2. Please describe the funds already committed/secured for 2018 Camp Hope.
  - \$7000 General funds
  - \$6100 Designated funds
  - YKHC Diabetes Grant for cultural craft expenses
  - Bethel Lions Club
  - Bethel Evangelical Covenant Church
  - Individuals
3. What fund-raising efforts has your organization done to raise money for 2018 Camp Hope? How have fundraising efforts compared to Camp Hope in 2017?

Financial donations are slower coming in this year yet there have been more large item donations and designated funds.

Fundraisers/ pursuit of funds listed below

  - Overtime day of work pay donations from various individuals
  - 4<sup>th</sup> of July funnel cake
  - Continue to cultivate new community donors through presentations/grant applications (Lions club, CAG, GCI, Bethel Fire Department, New Individual Supporters)
4. Do you plan to use funds from the Community Action Grant to fund camp participation by kids from Bethel, kids from nearby villages, or both?
  - These funds would be used for Bethel kids if numbers are lower and funds not used we can return to the city or roll over to Bethel kids next year at city discretion. The requested funds were based on the number of Bethel kids from last year for actual expenditures for those youth.
5. How many total campers do you expect to attend Camp Hope? How many from Bethel?
  - Camp totals have increased each year and we expect this to continue this year. We are preparing for a total of approximately 168 youth to attend this year from Bethel and surrounding villages. Based on the percentage of Bethel students (54%) from last year we could have up to 90 youth from Bethel, yet we have chosen to present a more conservative figure of 70 youth for grant application.

6. What is the cost per camper that you expect this summer?
  - Approximately \$210.00-250.00 per student
7. Is your organization a non-profit according to the IRS? What type?
  - Yes, we are a non-profit organization
  - We are a 501 (c) (3)
  - Tax ID #45-2887401

We look forward to sharing more with you Wednesday at 7pm.

Sincerely

*Bob and Rachelle White*

Bob and Rachelle White

Camp HOPE Director and leader

Laura Ellsworth  
Summer Art Camp

4:05  
PM

Hi Reyne / John,

Here's a big picture breakdown for our costs for the 4 weeks of camp. I'm including John, but please look over this to make sure I haven't missed anything. I wasn't sure the exact amount requested from the City's CA Grant, but assumed it was the same as Donlin?

Questions 1-9 are also addressed below. Reyne please weigh in if you have more commentary. Thanks!

1. Yes, KAG would be willing an appreciative of whatever amount you are able to donate.
2. Expected participation this year is 112. Last year we had 180 kids participate (Delta Illusions Dance camp separated from us this year because of a time conflict with their instructor, which explains the decrease in number).
3. Yes, all art camp participants pay \$100 per person for the general art camps. The Native Art camps are free this year. They were initially going to be supported by an external grantor, but they ran out of funds at the last minute and it was too late to add the registration fee back on.
4. All participants in the first two art camps receive a \$25 scholarship. This is funded directly by the Kuskokwim Art Guild for a total of \$3,000.
5. Costs for the art camps vary each year depending on how many we offer, how many weeks they run, and which agencies we partner or piggy-back off of. This year we have approximately \$16,700 in costs for the four weeks of camp.

**6. REVENUE:**

KuC Registration Fee:  $\$100 \times 60$  students = \$6,000  
BEVSA Donation = \$1,000  
Donlin Gold Donation = \$3,000 (pending)  
Cargill Donation = \$2,000  
City of Bethel CAG = \$3,000 (pending)

**IN-KIND**

Housing:  $\$125 \times 2$  instructors  $\times 7$  days = \$1,750  
YPCC Space: \$15,000 (3 sections  $\times 10$  days, 1 section  $\times 10$  days)

**COSTS:**

Supplies  $\$1,500 \times 4$  weeks = \$6,000  
Instructor Salary  $\$1,000 \times 2$  instructors  $\times 4$  weeks = \$8,000  
Volunteer Honorarium:  $\$200 \times 2$  volunteers  $\times 4$  weeks = \$1,600  
Snacks: \$300  
RT Flights from Anchorage  $\times 2$  = \$800

7. The Steel Salmon Auction is hosted by the Kuskokwim Art Guild. They donate \$3,000 every year in scholarship money for the first 60 children that enroll.
8. Our two Native Art camps this year are completely free for the first 16 participants. We worked hard to solicit external funding to cover these costs. Unfortunately, those funds were not actualized, however we've kept the camps free of charge.
9. Reyne? Please provide the KAG annual operating budget.

Overall these camps take a lot of coordination. What looks simple is actually comprised of many volunteers, coordination with multiple agencies both in town and external, and applications of multiple grants in order to pull it all off. We work with students from all different backgrounds and offer camps that are fun and educational for the participants. We hope you are excited to support further art education in Bethel.

Please let me know if you have further questions.  
Thanks!