

**MINI-GRANT STEERING COMMISSION
CLERK'S CONFERENCE ROOM
KENAI CITY HALL
210 FIDALGO AVENUE, KENAI AK
SEPTEMBER 29, 2017 – 3:30 P.M.**

AGENDA

- 1. CALL TO ORDER & ROLL CALL**
- 2. AGENDA APPROVAL**
- 3. APPROVAL OF MEETING SUMMARY**
 - a. March 2, 2016
 - b. January 19, 2017
- 4. PERSONS SCHEDULED TO BE HEARD – None.**
- 5. PERSONS PRESENT NOT SCHEDULED TO BE HEARD (3 Minutes)**
- 6. UNFINISHED BUSINESS – None.**
- 7. NEW BUSINESS**
 - a. Review of Mini-Grant Applications for Award
 - Boys & Girls Club of the Kenai Peninsula, Fall Festival Face Painting and Crazy Hair
- 8. ANNOUNCEMENTS**
- 9. ADJOURNMENT**

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**MINI-GRANT STEERING COMMISSION
CLERK'S CONFERENCE ROOM
CITY HALL
WEDNESDAY, MARCH 2, 2016 – 4:00 P.M.
CHAIR PAT PORTER, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER & ROLL CALL

Mayor Porter called the meeting to order at 4:00 p.m. Roll was confirmed as follows:

Members present: Chair P. Porter, J. Beech, T. Wisniewski, B. Randle
Members absent: M. Bernard

A quorum was present.

2. AGENDA APPROVAL

MOTION:

Member Beech **MOVED** to approve the agenda and Member Randle **SECONDED** the motion. There were no objections. **SO ORDERED.**

3. APPROVAL OF MEETING SUMMARY – December 12, 2015

MOTION:

Member Beech **MOVED** to approve the meeting summary of December 12, 2015 with the adjournment time corrected and Member Wisniewski **SECONDED** the motion. There were no objections. **SO ORDERED.**

4. PERSONS SCHEDULED TO BE HEARD – None.

5. UNFINISHED BUSINESS – None.

6. NEW BUSINESS

- a. Review of Mini-Grant Applications for Award
 - KCHS – Fish on a Stick

MOTION:

Member Wisniewski **MOVED** to approve Kenai Central High School's application and Member Beech **SECONDED** the motion. There were no objections. **SO ORDERED.**

It was noted that the concept was a good idea.

7. ANNOUNCEMENTS – None.

8. ADJOURNMENT

There being no further business before the Committee, the meeting was adjourned at 4:11 p.m.

Meeting summary prepared and submitted by:

Jamie Heinz, CMC, Deputy City Clerk

**MINI-GRANT STEERING COMMISSION
CLERK'S CONFERENCE ROOM
CITY HALL
THURSDAY, JANUARY 19, 2017 – 3:30 P.M.
CHAIR BRIAN GABRIEL, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER & ROLL CALL

Mayor Gabriel called the meeting to order at 3:41 p.m. Roll was confirmed as follows:

Members present: Chair B. Gabriel, J. Beech, T. Wisniewski, M. Bernard
Members absent: B. Randle

A quorum was present.

2. AGENDA APPROVAL

MOTION:

Member Beech **MOVED** to approve the agenda and Member Bernard **SECONDED** the motion. There were no objections. **SO ORDERED.**

3. APPROVAL OF MEETING SUMMARY – None.

4. PERSONS SCHEDULED TO BE HEARD – None.

5. UNFINISHED BUSINESS – None.

6. NEW BUSINESS

- a. Review of Mini-Grant Applications for Award
 - Kenai Peninsula Continuum of Care – Project Homeless Connect

There was concern that though a good mission, the event was outside of the city limits. It was noted that consideration was given on a case-by-case basis.

It was suggested that the Committee request summary data after the event.

MOTION:

Member Wisniewski **MOVED** to approve the funding request of Kenai Peninsula Continuum of Care and Member Bernard **SECONDED** the motion. There were no objections. **SO ORDERED.**

7. ANNOUNCEMENTS – None.

8. ADJOURNMENT

There being no further business before the Committee, the meeting was adjourned at 4:00 p.m.

Meeting summary prepared and submitted by:

Jamie Heinz, CMC, Deputy City Clerk

TOGETHER
WE CAN!

City of Kenai
Mini-Grant Application

Grant Number: _____
Date Received: _____

Applicant: Boys & Girls Clubs of the K.P. Date: 9/20/17
Applicant Address: 705 Frontage Rd Ste B
Kenai AK 99611
Phone: 907.283.2682 Email Address: hschloman@positiveplaceforkids.com
Contact Person: Heather Schloeman Phone: 907.283.2682
Project Title: Fall Pumpkin Festival
Project Start/End Dates: 10-14-2017
Total Project Cost: 550.00 Amount Requested: 475.00

Please check: **501(c)(3) Non-profit Organization** EIN# 94-3067142
(New grantees should attach a copy of their IRS Letter of Determination.)
 Society/Group* **Individual***
*There may be a tax liability for grant awards to non-exempt entities.

1. Provide a brief description of your organization, society, group, or entity. As an individual applicant, describe your involvement in the community and your experience/expertise as it relates to this project. (Attach separate sheet, if necessary.)

Please see attached.



1. Provide a brief description of your organization, society, group or entity.

Mission Statement

To enable all young people, especially those who need us most to reach their full potential as productive, caring and responsible citizens.

Program Description

Boys & Girls Clubs of the Kenai Peninsula serves youth ages 4-18 in our after school, summer and athletic youth development programs. We operate in eight locations across the Peninsula including Clubs in Kenai, Soldotna, Nikiski, Kasilof and Seward as well as three Teen sites in Nikiski, Kenai and Soldotna. We keep our member dues and program fees low to ensure that all youth have access to our programs and we would never turn a child away due to an inability to pay. We provided \$133,186 in scholarships during our last fiscal year and work closely with families in need making it extremely easy for all kids to participate. In 2016, we had 1,487 registered Club members, 1,155 youth participating in our Athletics programs and a total of 4,552 youth served including community outreach programs. 44% of our members are eligible for free or reduced lunch and 31% live in single family households, with family member(s) or other living situation such as foster care. We have an average of 423 kids entering Club doors every day in our after school program which operates Monday through Friday during the school year and 286 kids during the summer months.

Clubs participate in USDA child nutrition programs and every member receives a healthy supper or snack in our after school programs. During the summer months, ANY child in our communities 18 years and younger can come to the Club and receive meals free of charge through the Summer Food Service Program. We served 92,952 meals to youth in 2016.

Clubs provide:

A Safe, Positive Environment: Club staff, facilities, program offerings and age-appropriate settings creates stability, consistency and a sense of physical and emotional safety for members. The Club provides structure and clearly defines acceptable behaviors.

Fun: Clubs generate fun for members. Members develop a strong sense of belonging through connections they establish with staff and peers. Staff members make the Club feel like home, fostering a comfortable, caring atmosphere and creating a sense of ownership for members.

Supportive Relationships: Club youth develop meaningful relationships with peers and adults. Staff members actively cultivate such relationships to ensure that every member feels connected to one or more adults and peers. Staff members demonstrate warmth, caring, appreciation, acceptance and proper guidance in their interactions with members.

Opportunities and Expectations: Club youth acquire physical, social, technological, artistic and life skills. Clubs encourage members to develop moral character and behave ethically. Staff members establish and reinforce high expectations and help young people do well in school and pursue a post-secondary education.

Recognition: Clubs recognize and affirm young people's self-worth and accomplishments. Staff members encourage youth and provide positive reinforcement as they make improvements and experience successes. The Club showcases young people's achievements.

Our programs are available at the most crucial times when youth are most at-risk. The program functionality for the afterschool program begins at the end of every school day during the school year. Club members either ride a bus to the Club or sign in if we are in their school building. Upon arrival, kids are fed a dinner or a healthy snack.

Members then move through scheduled academic and enrichment activities. Our core programs focus on career and education, character and leadership, health and life skills, the arts and sports and recreation. Members receive tutoring and/or homework help on a daily basis as well as participation in STEM activities (science, technology, engineering and math), computer lab activities, art, leadership programs, specialty programs such as Zumba, Yoga and Karate, gym activities and more. We also provide volunteer opportunities for Club members throughout the community. Another large focus is our healthy habits and mentoring programs. There are multiple evidence based programs offered engaging youth in character development, social and emotional learning and academic improvement. Curriculum and programs are delivered intentionally starting at a young age encouraging and rewarding good behavior, teaching and encouraging positive actions and helping youth to make good decisions and abstain from risky behaviors as they age through our programs.

During the summer months, Clubs are open from 7:30 am to 6:00 pm Monday through Friday. Teen Center hours vary and our smaller sites are not always able to operate throughout summer due to funding constraints. Our planning, programming and curriculum increases drastically during these months, as does our staffing since we have kids for the entire day. We continue offering tutoring and academic activities throughout the summer to prevent summer learning loss and it is essential that we keep the days full and fun for our kids. Additionally, field trips, various special events and volunteer opportunities take place throughout these months.

Our athletics programs operate year round and include outdoor soccer, indoor soccer, basketball, karate and various camps. The purpose of our athletics programs is to provide all youth the opportunity to have fun and stay active while participating in team sports. Without Boys & Girls Clubs, many youth in our communities would not have the opportunity to participate in team sports at all. We promote good sportsmanship, cooperation, teamwork and respect.

Our goal is to ensure that every member who enters our doors graduates high school on time with a plan for their future while practicing a healthy lifestyle and demonstrating good character and leadership.

2 Describe the project for which you are requesting funding. Include a project timeline and an explanation of how the project will benefit the community.

Boys & Girls Clubs has partnered with the City of Kenai, the Kenai Community Library, Friends of the Kenai Community Library, 4-H, Matti's Farm, Safeway and the Kenai Chamber of Commerce to host the 2nd Annual Fall Pumpkin Festival, a free community event for kids and their families. Boys & Girls Clubs will help with the planning and setting up of the event as well as have staff and volunteers at the event to provide face painting, a crazy hair station and temporary tattoos for kids participating in the festival. Our funding request is to purchase supplies needed for these activities. The project will benefit the community by providing a family fun FREE activity for families to participate in, will bring people from other areas of the Peninsula to the City of Kenai, has created a collaboration of local businesses and the City and has the potential to be an annual event that could grow each year that families can look forward to participating in.

3 Please complete a simple budget for this project. Grants over \$500 must be approved by the Kenai City Council

Item	Cost	Store or Supplier
(Material or service needed to complete your project)	(Estimated cost of the items)	(Where you will purchase this item or service)
Face Painting Supplies	285.00	facepaint.com
Crazy Hair Supplies	190.00	snazaroo.com
Total Grant Request	\$475.00	

4 How will you know if your project is successful?

The success of the project will be measured by how many children and families participate in the event and feedback from those organizing and participating in the event.

5 Have you received a City of Kenai Min-Grant before? No

2. Describe the project for which you are requesting funding. Include a project timeline and an explanation of how the project will benefit the community. (Attach separate sheet, if necessary.)

3. Please complete a simple budget for this project. Grants over \$500 must be approved by the Kenai City Council.

ITEM (Material or service needed to complete your project.)	COST (Estimated cost of the items.)	STORE OR SUPPLIER* (Where you will purchase this item or service.)

Total grant request: \$ _____

***The City requests material bought with City grant funds be purchased within the City of Kenai, if possible.**

4. How will you know if your project is successful? _____
-
-
-
-
-

5. Have you received a City of Kenai Mini-Grant before? Yes No
 If yes, most current award: Project title: _____
 Project dates: _____
 Amount of grant: \$ _____

Did you comply with
the Letter of Agreement?

Yes

No (If no, attach a current
status of your project.)

I certify the information contained in this application, including all attachments and support material, is true and correct. I understand the grant funds, if granted, will be used only for the project or purpose described in this application. I understand ninety percent (90%) of the funds approved will be provided in advance. The balance will be paid at the completion of the project and report filed with the steering committee. Signatory must be an authorized officer for an organization. Student applications must also be signed/approved by a teacher.

Applicant

Signature:

Heather Schloeman

Date:

9/20/17

Name Printed:

Heather Schloeman

Title:

Executive Director

(if applicable)

Approval (Teacher)

Signature:

Name Printed:

Title:

(if applicable)

**TOGETHER
WE CAN!**

**City of Kenai
Mini-Grant
Overview/Procedures**

Purpose: *Together We Can!* Provides funding in the form of mini-grants for residents, school programs and organizations to use for projects that will have an immediate, positive, and long-lasting effect for their neighborhoods and the City of Kenai. Mini-grants are intended to provide start-up funding for small innovative projects within the City of Kenai. Our goal is for families, neighbors and all members of Kenai to work together to build healthier neighborhoods, help kids succeed in school and improve the quality of life for all residents.

Who may apply: Youth, neighborhood groups, organizations, and individuals who have a desire to improve the quality of life in their community.

How to apply: Complete a *Together We Can!* Mini-Grant application and submit to the City Clerk at City Hall.

Types of Projects: Only new or expanded projects will be considered.

Selection: Grant recipients will be chosen by the Steering Committee, appointed by the Kenai City Council. The Steering Committee will include the Mayor, Kenai Economic Development member, one representative each from Kenai Central High School and the Kenai Chamber of Commerce.

Funding: The City of Kenai may provide funds in its annual Legislative Budget for distribution. The maximum grant amount the Committee may award is \$500. Grants larger than \$500 must be approved by the Kenai City Council. Awards for funding are granted to prior-approved projects only.

Project Completion: Upon completion of the project, a report must be filed with the *Together We Can!* Steering Committee and the report will be submitted to the Kenai City Council explaining how the funds were spent and the outcome of the project.

Revised 8/16/06



Procedures: Applications are submitted to the City of Kenai *Together We Can!* Steering Committee for review through the Kenai City Clerk. (Students' applications must be signed/approved by a teacher.) Upon approval of application and execution of Letter of Agreement, 90% of the grant funds will be issued through the Kenai Finance Department. A report will be given to the City Council of awarded projects. A written report must be submitted to the Steering Committee within thirty (30) days of completion of the project. Council will present a proclamation upon receipt of the completed project and financial reports.

Awards: Projects most likely to receive funding are those that will benefit the community/neighborhoods the most. This includes projects that create the most visible and lasting change.