

# **ASSEMBLY HUMAN RESOURCES COMMITTEE THE CITY AND BOROUGH OF JUNEAU, ALASKA**

August 13, 2018 6:00 PM  
Assembly Chambers  
AGENDA

## **I. ROLL CALL**

## **II. APPROVAL OF AGENDA**

## **III. APPROVAL OF MINUTES**

A. July 23, 2018 Assembly Human Resources Committee Minutes

## **IV. PUBLIC PARTICIPATION**

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

## **V. AGENDA TOPICS**

### **A. Board Matters**

1. Historic Resources Advisory Committee - Board Roster

2. Historic Resources Advisory Committee - Appointment

The Historic Resources Advisory Committee consists of nine public seats.

One seat is currently up for consideration for a full term beginning immediately and ending June 30, 2021.

- Incumbent Karenza Bott has not submitted an application for reappointment.

3. Historic Resources Advisory Committee - Annual Report

4. Youth Activities Board - Roster

5. Youth Activities Board - Appointments

The Youth Activities Board consists of nine members as follows: a Parks and Recreation Advisory Committee member, nominated by the committee; a Juneau Arts & Humanities Council member, nominated by the council, seven public members, one of which must be 18 years or younger at time of appointment. The recreation superintendent or alternate designee of the municipal manager provides staff to this board.

There are currently two seats coming open for full terms September 1, 2018 - August 31, 2021

- Incumbent Edric Carrillo has not applied for reappointment for his Public seat.
- Incumbent Kathy Tran has not applied for reappointment to the Student seat

(youth 18 years or younger upon appointment).

6. Youth Activities Board - Annual Report

B. Other Business

**VI. STAFF REPORTS**

**VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS**

**VIII. ADJOURNMENT**

ADA accommodations available upon request: Please contact the Clerk's office 72 hours prior to any meeting so arrangements can be made to have a sign language interpreter present or an audiotape containing the Assembly's agenda made available. The Clerk's office telephone number is 586-5278, TDD 586-5351, e-mail: [city.clerk@juneau.org](mailto:city.clerk@juneau.org)

# DRAFT

## **ASSEMBLY HUMAN RESOURCES COMMITTEE THE CITY AND BOROUGH OF JUNEAU, ALASKA**

July 23, 2018 6:00 PM  
Assembly Chambers

### **I. ROLL CALL**

Chair Maria Gladziszewski called the meeting to order at 6:00pm

HRC members present: Maria Gladziszewski, Jesse Kiehl, Norton Gregory, and Rob Edwardson

Members absent:None

Other Assemblymembers present: Loren Jones

Staff Present: Deputy Clerk Diane Cathcart, Municipal Clerk Beth McEwen, Planner II Tim Felstead, Aquatics Manager Kollin Monahan

### **II. APPROVAL OF AGENDA**

Chair Gladziszewski made one change to the agenda. The Aquatics Board Annual Report was pulled and will be reviewed at a future meeting yet to be determined. Hearing no objection, the agenda was approved as amended.

### **III. APPROVAL OF MINUTES**

#### **A. May 14, 2018 Human Resources Committee Minutes**

Hearing no objections, the minutes for the May 14, 2018 Human Resources Committee meeting were approved as presented.

#### **B. June 25, 2018 Human Resources Committee Minutes**

Hearing no objections, the minutes for the June 25, 2018 Human Resources Committee meeting were approved as presented.

#### **C. June 27, 2018 Special Human Resources Committee Minutes**

Hearing no objections, the minutes for the June 27, 2018 Special Human Resources Committee meeting were approved as presented.

### **IV. PUBLIC PARTICIPATION**

None

(Not to exceed a total of 10 minutes nor more than 2 minutes for any individual).

# DRAFT

## V. AGENDA TOPICS

### A. Board Matters

#### 1. Juneau Commission on Aging Application

**MOTION:** by Mr. Kiehl to forward to the full Assembly, the recommendation to appoint Linda Kruger to the Juneau Commission on Aging to a term beginning immediately and expiring December 31, 2021. *Hearing no objection, the motion passed.*

#### 2. Aquatics Board Annual Report

The Aquatics Board Annual Report was removed from the agenda and will be rescheduled to a future Assembly Human Resources Committee meeting.

#### 3. Juneau Commission on Sustainability Annual Report

Duff Mitchell, Juneau Commission on Sustainability Chair and Steve Behnke, Energy Committee Chair of the JCOS.

Mr. Mitchell and Mr. Behnke covered the highlights from the annual report that both the JCOS and the JCOS/Energy committees have been focusing on over the last year and continue to work on.

Discussion touched on items such as potential changes to the livestock ordinance, food security within Juneau, EV charging stations for taxi's and commercial vehicles, the dissolving of the CBJ staff Green Team, ideas for a possible intern or CBJ position who's job would center around tracking energy savings within CBJ and creating an energy management plan.

### B. Other Business

#### 1. Community Development Block Grant Program Informational Meeting on July 31, 2018

Assembly Human Resources Committee members were invited to attend the July 31, 2018 Community Development Block Grant Program Information meeting.

## VI. STAFF REPORTS

Deputy Clerk Cathcart put forward the request to hold a Full Assembly sitting as the Human Resources Committee on Monday, August 27, 2018 in order to interview applicants for the vacant Docks and Harbors Board seat formerly held by David Seng.

Chair Gladziszewski will bring that request to the July 23, 2018 Regular Assembly Meeting.

## VII. COMMITTEE MEMBER COMMENTS AND QUESTIONS

none

## VIII. ADJOURNMENT

## DRAFT

There being no further business to come before the committee, the meeting was adjourned at 6:28 p.m.



# HISTORIC RESOURCES ADVISORY COMMITTEE

## BOARD ROSTER



**CHUCK SMYTHE**

**1st Term** Sep 12, 2016 - Jun 30, 2019

**Appointing Authority** Assembly  
**Position** Voting Member  
**Category** Public  
**Dais Seat** 8



**ZANE JONES**

**2nd Term** Nov 25, 2013 - Jun 30, 2019

**Appointing Authority** Assembly  
**Position** Voting Member  
**Office/Role** Chair  
**Category** Public  
**Dais Seat** 6



**GARY GILLETTE**

**1st Term** Feb 08, 2016 - Jun 30, 2019

**Appointing Authority** Assembly  
**Position** Voting Member  
**Category** Public  
**Dais Seat** 3



**ANASTASIA TARMANN**

**1st Term** Jul 01, 2017 - Jun 30, 2020

**Appointing Authority** Assembly  
**Position** Voting Member  
**Category** Public  
**Dais Seat** 9



**SHAUNA MCMAHON**

**4th Term** Jun 29, 2009 - Jun 30, 2020

**Appointing Authority** Assembly  
**Position** Voting Member  
**Office/Role** Recorder  
**Category** Public  
**Dais Seat** 7



**MYRA GILLIAM**

**4th Term** Aug 01, 2007 - Jun 30, 2020

**Appointing Authority** Assembly  
**Position** Voting Member  
**Category** Public  
**Dais Seat** 4



**JOHN FOX**

**2nd Term** Jul 01, 2018 - Jul 01, 2021

**Appointing Authority** Assembly  
**Position** Voting Member  
**Category** Public  
**Dais Seat** 2



**DONALD G. HARRIS**

**3rd Term** Jul 01, 2018 - Jul 01, 2021

**Appointing Authority** Assembly  
**Position** Voting Member  
**Office/Role** Vice-Chair  
**Category** Public  
**Dais Seat** 5



**VACANCY**

**Appointing Authority** Assembly  
**Position** Voting Member  
**Category** Public  
**Dais Seat** 1



# CBJ Historic Resources Advisory Committee

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*2017 Annual Report*

Prepared by the City and Borough of Juneau

On behalf of Juneau's Historic Resources Advisory Committee (HRAC), the City and Borough of Juneau (CBJ) is pleased to present the 2017 Annual Report to the Assembly Human Resources Committee. This document provides an overview of HRAC's work over the past year. Concerns about the future of Juneau's downtown, and its Historic District in particular, have grown over the years. This has led to various opportunities for collaboration to address some of the biggest challenges that the Downtown Historic District faces. Today, more than ever, it is essential for local governments to be responsible stewards of its historic resources in an effort to preserve and maintain the community's cultural heritage and historic resources. These resources create a sense of community and space, provide an economic boost for the tourism industry, and preserve the community character for future generations.

A. LOCAL PRESERVATION ORDINANCES :

No new preservation ordinances were adopted in 2017.

B. HISTORIC RESOURCES ADVISORY COMMITTEE:

In accordance with the CBJ Land Use Code and HRAC's governing resolution, the Historic Resources Advisory Committee is entrusted with the following duties:

- Review and make recommendations on local projects that might affect properties identified in the local Historic Preservation Plan;
- Review and develop nominations to the National Register of Historic Places for properties within the City and Borough of Juneau;
- Cooperate and consult with the Assembly and the Community Development Department, and the State Historic Commission on matters concerning the historical district and historic, prehistoric and archaeological preservation in the City and Borough of Juneau;
- Review and make recommendations about the collections, exhibits, education programs, long-range plans, and other pertinent activities of the Juneau-Douglas City Museum; and
- Perform other actions which are necessary and proper to carry out the above duties.



In 2017, HRAC was comprised of the following members, with the specific seat held at the time, and professional background:

1. Zane Jones (Chair) – Architect, MRV Architects
2. Don Harris (Vice Chair) – Retired Psychologist, historic home owner, and Board of Directors member of Friends of the Juneau-Douglas City Museum
3. Shauna McMahon (Recorder) – State Natural Resources Specialist, State Museum docent
4. Myra Gilliam – Archaeologist, US Forest Service
5. Gary Gillette – Architect, Member of Gastineau Channel Historic Society and CBJ Liaison to Treadwell Historic Preservation and Restoration Society
6. Karenza Bott – University of Alaska Southeast student of Alaska Native Studies, UAS Student Government member
7. John Fox – Purchasing Officer, Hecla Greens Creek Mine, Amateur Historian
8. Chuck Smythe - Director, History & Culture Department of Sealaska Heritage Institute
9. Anastasia Tarmann – Historical Collections Librarian, State Libraries, Archives and Museums

Allison Eddins, Planner II from the Community Development Department (CDD) and Laura Boyce, Senior Planner served as the staff liaisons between the CBJ and the Historic Resource Advisory Council.

The Historic Resources Advisory Committee held regular monthly meetings on the first Wednesday of every month, with the exception of July, September and October. HRAC bylaws state that meetings will not be held in July, and a quorum could not be reached in September and October.

All of the meeting agendas and minutes are attached to this report. In May 2017 instead of holding a regular meeting, HRAC hosted an open house event and invited the public to come and meet the members and discuss various preservation topics, including the Preservation Plan update that is currently under way.

#### C. SURVEY AND INVENTORY OF HISTORIC PROPERTIES:

No new properties were surveyed or inventoried during 2017.

D. PRESERVATION ACTIVITIES:

- **Section 106 Review:** This review process is required under the National Historic Preservation Act (NHPA) of 1966. Section 106 of NHPA requires agencies, using federal money, to identify and assess the impacts that a project may have on local historic resources. The process requires agencies to consider views and concerns about historic preservation issues before making final project decisions.

The majority of the Section 106 reviews that HRAC conducts are from the Alaska Department of Transportation and Public Facilities.

- AKDOT Douglas Highway Slope Stabilization, Roadway Resurfacing and Sidewalk Extension Project- The project area extended from the bridge to the termination at St. Ann's Avenue. HRAC members agreed with the report's findings that no historic structures were present in the project's Area of Potential Effect (APE). The APE did not extend beyond the DOT right of way. In a letter to AKDOT, HRAC members did address the fact that Tlingit remains have been located under this roadway, and that remains and artifacts might still be present. HRAC recommended that a contract archaeologist be present on site given the potential for cultural resource sites and proximity to sensitive cemeteries. (December 2017)
- **Indian Point:** The land that is known today as Indian Point was the location of an A'ak Kwa'an fishing village and Native graves have been documented in the area. The CBJ is considering options relating to land that the city owns on Indian Point. The options that are being considered include a land transfer (various possible recipients), land swap, and conveyance for conservation trust. The HRAC recommended that the CBJ transfer the land to a Native corporation or heritage organization for conservation.
- **Downtown Historic District Project Reviews:**
  - The Senate Building - The property owner is considering adding a 4<sup>th</sup> floor to the existing Victorian-style building. Although the original building was completed in 1898 it is listed as non-contributing to the historic integrity of the Downtown Historic District. Multiple renovations have occurred over the years causing the building to lose much of its historic character. HRAC reviewed the preliminary proposal and stated that based on what was presented they would review the proposal for compliance with

Chapter 6 of Downtown Historic District Design Standards and Guidelines, specifically standards 6.3 – 6.6 (March 2017)

- **Mural Proposal** – The Juneau Economic Development Council, in partnership with the Downtown Business Association, came to HRAC and discussed a mural opportunity just outside of the Downtown Historic District. The mural would be a “Greetings from Alaska” postcard greeting concept. Although CBJ does not have a formal policy regarding murals, HRAC supports more public art in and around the Historic District. Some potential locations mentioned were the Elks Hall or the downtown public library. Gary Gillette noted that Parks and Rec might be a resource for parking garage and Robert Barr with the library administration might be useful resources. (June 2017)
- **Proposed Entryway Re-design of 373 S. Franklin (the old Crescent Apts.)** – Ruben Flores with Flores Construction, LLC appeared before the Committee on behalf of the owners of 373 S. Franklin St., formerly known as the Crescent Apartments. The structure was built in 1896 and is listed as a contributing building in Juneau’s Downtown Historic District. The building originally had a flat façade with three small windows on the first floor and a non-recessed entryway. The building underwent exterior alterations in the 1990s which added storefront windows on the first floor, new horizontal cedar siding, a sidewalk canopy and a recessed entryway. The building owners would like to bump out the building’s recessed entryway to the property line. (December 2017)  
HRAC recommended approval of this project based on the following requirement in the Historic District Design Standards and Guidelines:

*Chapter 1: Basic Principles of Historic Preservation “More recent alterations, additions or new construction that is not historically significant may be removed.”*

- **Proposed Entryway Re-design of 365 S. Franklin (the Madsen Building)** – James Bibb with Northwind Architects appeared before the Committee on behalf of the owners of 365 S. Franklin St., formerly known as the Madsen Rooming House. The structure was built in 1899 and is listed as an altered/contributing building in Juneau’s Downtown Historic District. Originally located on the hillside, the building slipped down the hill in a 1937 landslide to its present location and subsequently rebuilt. An

apartment building was built behind the structure on the original foundation. The building has three recessed entryways. The building owners would like to bump out one of the recessed entryways. HRAC'S comments regarding this proposal are summarized in a letter that was sent to Mr. Bibb on December 14, 2017. That letter is attached for reference. (December 2017)

E. NATIONAL REGISTER PROGRAM PARTICIPATION:

- HRAC did not propose any new nominations to the National Register in 2017.

F. PROTECTION OF HISTORIC PROPERTIES:

G. PUBLIC EDUCATION PROJECTS:

In 2017, the CBJ and the Juneau Douglas City Museum offered historical presentations, lectures and exhibits.

Category	# of Participants
Education visits / School groups	1,260
For Pay Classes / Programs	51
Historic Downtown Walking Tours	304
Public Programs	3,801
<b>Total</b>	<b>5,416</b>

The Museum's focus for the past few years has been mainly exhibit retrofits and upgrades, and case acquisition. The Museum did receive a donation in 2017 that included historic and architectural drawings of the Juneau Memorial Library.



*Architectural Drawing, Memorial Library, Juneau , AK, by Forest Foss, Malcolm, 1946-1951. JDCM 201749.002*

#### Directly related to Historic Preservation:

- Treadwell Historic Town Presentation by Shelia Kelly, author of Treadwell Gold spoke at the Douglas Library about the original area of Treadwell including businesses, homes, economy and operations. 186 people attended.
- Sea Week – Juneau Historic Shoreline tours for all Juneau 5<sup>th</sup> graders walk the original shoreline and discusses how out-fill and mining tailings have changed our town.
- In 2017, the JDCM started evening themed tours of Treadwell, Evergreen Cemetery, and Geology.
- Presentation about the Princess Sophia shipwreck, including film video of a dive around the wreck. 32 attend.

#### H. HISTORIC PRESERVATION GRANT ACTIVITIES:

- Phase II of the Preservation Plan Update began in July 2017. Corvus Culture was again selected as the consultant for the project. The goals for Phase II are:

- Educate the public about the benefits of preserving Juneau's built environment and cultural resources;
- Establish new partnerships with community groups and non-profit organizations;
- Gather input from all stakeholders, with extra effort given to include those groups who have previously not participated in Juneau's preservation planning efforts; and
- Have an updated Preservation Plan adopted by the CBJ Assembly by ordinance.

Most of the Phase II work has occurred in 2018 with one large stakeholder meeting in March 2018 followed by smaller more intimate meetings this summer. The grant period will end on September 30, 2018.

I. OTHER PRESERVATION ACTIVITIES:

- In 2017 the JDCM wrote and was awarded a grant to bring in objects conservator that assessed and stabilized the Wooshkeetaan totem pole located in storage at the Parks shed in Douglas.

J. CONTACT INFORMATION:

▪ Commission Chair

Name: Zane Jones, HRAC Chair

Phone: 907-586-1371

Email: [zane@mrvarchitects.com](mailto:zane@mrvarchitects.com)

▪ Commission Staff

Name: Allison Eddins, Planner

Address: 4<sup>th</sup> Floor Marine View Building, Juneau, Alaska 99801

Phone: 907-586-0758

Email: [Allison.eddins@juneau.org](mailto:Allison.eddins@juneau.org)

Name: Laura Boyce, Senior Planner

Address: 4<sup>th</sup> Floor Marine View Building, Juneau, Alaska 99801

Phone: 907-586-0753

Email: [laura.boyce@juneau.org](mailto:laura.boyce@juneau.org)

\*HRAC Agendas and Meeting Minutes for 2017 are attached.



City and Borough of Juneau, AK

## YOUTH ACTIVITIES BOARD

### BOARD ROSTER



**EDRIC CARRILLO**

**1st Term** Apr 03, 2017 - Aug 31, 2018

**Appointing Authority** Assembly  
**Position** Voting Member  
**Category** Public  
**Dais Seat** 2



**KATHY TRAN**

**1st Term** Aug 31, 2015 - Aug 31, 2018

**Appointing Authority** Assembly  
**Position** Voting Member  
**Category** Youth 18 yrs or younger when appointed  
**Dais Seat** 7



**BONITA NELSON**

**1st Term** Aug 22, 2016 - Aug 31, 2019

**Appointing Authority** Assembly  
**Position** Voting Member  
**Category** Public  
**Dais Seat** 5



**LIZ BROOKS**

**2nd Term** Aug 31, 2015 - Aug 31, 2019

**Appointing Authority** Assembly  
**Position** Voting Member  
**Category** Public  
**Dais Seat** 1



**ELIZABETH BALSTAD**

**1st Term** Jul 22, 2018 - Aug 31, 2020

**Position** Voting Member  
**Category** Public



**PETER CHRISTENSEN**

**1st Term** Nov 06, 2017 - Aug 31, 2020

**Appointing Authority** Assembly  
**Position** Voting Member  
**Category** Public  
**Dais Seat** 3



**JOYCE VICK**

**5th Term** Aug 01, 2002 - Aug 31, 2020

**Appointing Authority** Assembly  
**Position** Voting Member  
**Office/Role** Vice-Chair  
**Category** Public  
**Dais Seat** 8



**TOM RUTECKI**

**4th Term** Apr 01, 2018 - Apr 01, 2021

**Appointing Authority** PRAC  
**Position** Voting Member  
**Office/Role** Chair  
**Category** PRAC Representative  
**Dais Seat** 9



**MARY (MK) MACNAUGHTON**

**1st Term** Jan 01, 1900 - Jan 01, 2222

**Appointing Authority** Assembly  
**Position** Voting Member  
**Category** JAHC Representative  
**Dais Seat** 4





To: Maria Gladziszewski, Chair  
Human Resources Committee  
From: Tom Rutecki, Chair  
Youth Activity Board  
Subject: Fiscal Year 2018 (July '17-June'18) Youth Activity Board Annual Report  
Date: August 13, 2018

The Youth Activity Board (YAB) had a busy year reviewing and distributing grant money through the Youth Activity Grant and Contingency Grant programs. As budgets get tighter for the non-profit youth programs, these pools of money are becoming more strained.

The YAB is required by ordinance to place a sum equal to five percent of the amount allocated by the City Assembly into a contingency account to fund unanticipated events. \$332,500 minus the five-percent contingency (\$16,625) leaves the general youth activities fund with **\$315,875 to distribute for overall grant funding.**

CBJ share of Youth Activity funding	\$332,500
Contingency Fund Reduction (5%)	<u>(\$ 16,625)</u>
Total grant funding	\$315,875

Grant proposals are divided into three categories: Sports, Arts, and Academic/other for evaluation and ranking. The nine Youth Activity Board members\* are each assigned to one of those categories so that three members review all grants in each category. In addition to the many hours spent individually evaluating and scoring each proposal, Board members spend two evenings publicly reviewing the proposals. The second and final meeting consists of the Board reaching an agreement on the groups to be funded and their recommended funding level. Attached are the Fiscal Year 2018 and Fiscal Year 2019 spreadsheets showing the organizations, amounts requested and recommended funding.

Fiscal Year 2018 had 26 proposals totaling \$496,135.50; all 26 of the programs were partially funded. In Fiscal Year 2019 there were 27 proposals totaling \$492,842.50 (down .67% from Fiscal Year 2018) in requests; the board recommended partial funding for all 27 of the proposals.

The board was active during Fiscal Year 2018 in which a total of 9 meetings were conducted to review contingency grant applications and grant documents. In Fiscal Year 2017, the board reviewed 11 contingency grant applications, representing swimming, skiing, baseball, figure skating and jump roping, totaling \$33,049.00 (up 18% from Fiscal Year 2016) submitted by 5 different youth individuals and 3 different programs.

155 S. Seward St ☐ Juneau, AK 99801

☐ Phone: (907) 586-5226 ☐ Fax: (907) 586-4589 ☐ Email: Parks.Rec@juneau.org





During Fiscal Year 2018, the board reviewed 10 contingency grant applications, representing swimming, dance, robotics, baseball, softball and jump roping, totaling \$44,353.11 (up 34% from Fiscal Year 2017) submitted by 4 different youth individuals and 4 different programs.

**\* Youth Activity Board Members (attendance record for the year attached)**

**Chair:** Tom Rutecki

**General Public representatives:** Joyce Vick, Liz Brooks, Bonita Nelson, Edric Carrillo, Kristen Romanoff, Elizabeth Balstad

**Parks and Recreation Advisory Committee representative:** Tom Rutecki

**Juneau Arts and Humanities representative:** Mary MacNaughton

**Youth representative:** Kathy Tran

**Fiscal Year 2018 Youth Activity Annual Report  
Appendices**

FY18 Youth Activity Grant Totals	Appendix A
FY19 Youth Activity Grant Totals	Appendix B
FY17 Youth Contingency Grant Totals	Appendix C
FY18 Youth Contingency Grant Totals	Appendix D
FY18 Youth Activity Board Annual Attendance Report	Appendix E

**APPENDIX A  
FY18 YOUTH ACTIVITY GRANT TOTALS**

REQUESTING ORGANIZATION	NAME OF PROGRAM	AMOUNT REQUESTED	FINAL AWARD
<b>ACADEMIC</b>			
Discovery Southeast	Learning Through Adventure	\$27,198.00	\$16,650.00
SAIL	ORCA Youth Program	\$19,630.00	\$14,630.00
AWARE, Inc	Girls on the Run/Boys Run	\$10,404.00	\$7,880.00
AEYC-SEA	Dimond Park Preschool Health Club	\$11,500.00	\$11,000.00
NCAAD	High Risk Youth Activities	\$11,200.00	\$10,700.00
Big Brothers, Big Sisters	Juneau Youth Activities Program	\$7,280.50	\$6,031.00
	<b>Total Program Amount Requested</b>	<b>\$87,212.50</b>	<b>\$66,891.00</b>
<b>ARTS</b>			
The Canvas Art Studio	Canvas Youth Outreach	\$18,075.00	\$12,150.00
Juneau Dance Theatre	Juneau Fine Arts Camp	\$25,000.00	\$16,000.00
Juneau Jazz & Classics	JJ&C Education & Outreach	\$20,000.00	\$12,000.00
Juneau Symphony, Inc.	Juneau Student Symphony	\$11,000.00	\$7,025.00
Friends of Alaska State Library	Exploring the Arts at the APK	\$6,700.00	\$4,609.00
Perseverance Theatre	STAR 2017	\$20,000.00	\$12,800.00
	<b>Total Program Amount Requested</b>	<b>\$100,775.00</b>	<b>\$64,584.00</b>
<b>SPORTS</b>			
Gastineau Channel Little League	Youth Baseball, Softball and tball	\$46,800.00	\$26,328.00
Juneau Douglas Ice Association	Youth Hockey Program	\$23,280.00	\$11,908.00
Juneau Soccer Club	JSC Competitive & Developmental Soccer	\$34,975.00	\$20,303.00
Glacier Swim Club	Youth Competitive Swimming	\$33,750.00	\$28,329.00
Juneau Youth Football League	Increased Safety & Participation	\$37,000.00	\$19,328.00
Juneau Youth Sailing	Youth on the Water	\$14,183.00	\$8,161.00
Hooptime Basketball	Elementary & Middle School Basketball	\$8,000.00	\$7,153.00
Juneau Skating Club	Youth Ice Skating	\$14,000.00	\$14,000.00
Midnight Suns Baseball	Youth Baseball	\$19,500.00	\$11,328.00
Midnight Suns Softball	Girls Fast Pitch Softball	\$18,000.00	\$11,328.00
Juneau Jumpers	Juneau Jumpers	\$14,750.00	\$6,578.00
Juneau Ski Club	JSC Safety & Training Equipment	\$14,900.00	\$10,328.00
Juneau Youth Wrestling	Youth Wrestling Program	\$23,650.00	\$6,000.00
Sealaska Heritage Institue	Latseen Hoop Camp	\$5,360.00	\$3,328.00
	<b>Total Program Amount Requested</b>	<b>\$308,148.00</b>	<b>\$184,400.00</b>
	<b>Total FY18 Amount Requested</b>	<b>\$496,135.50</b>	<b>\$315,875.00</b>



**APPENDIX B  
FY19 YOUTH ACTIVITY GRANT TOTALS**

REQUESTING ORGANIZATION	NAME OF PROGRAM	AMOUNT REQUESTED	FINAL AWARD
<b>ACADEMIC</b>			
Discovery Southeast	Nature & Exploration- Discover Juneau	\$10,175.00	\$10,175.00
SAIL	ORCA Youth Program	\$21,180.00	\$14,116.00
AWARE, Inc	Girls on the Run/Boys Run	\$8,820.00	\$8,300.00
AEYC-SEA	Dimond Park Preschool Health Club	\$13,350.00	\$10,000.00
Girl Scouts of Alaska	Believe in the Power of Girl	\$14,200.00	\$9,400.00
Big Brothers, Big Sisters	Juneau Youth Activities Program	\$14,097.50	\$7,500.00
Juneau Economic Development Council	STEM Summer Explore at Gruening Park	\$14,280.00	\$4,100.00
	<b>Total Program Amount Requested</b>	<b>\$96,102.50</b>	<b>\$63,591.00</b>
<b>ARTS</b>			
The Canvas Art Studio	Canvas Youth Outreach	\$18,075.00	\$12,068.00
Juneau Dance Theatre	Juneau Fine Arts Camp	\$29,000.00	\$16,000.00
Juneau Jazz & Classics	JJ&C Education & Outreach	\$20,000.00	\$14,300.00
Juneau Symphony, Inc.	Juneau Student Symphony	\$12,500.00	\$8,000.00
Friends of Alaska State Museum	Art & Science at the APK	\$9,535.00	\$5,535.00
Perseverance Theatre	Summer Theatre Art Rendezvous-STAR 2018	\$24,260.00	\$16,526.00
Juneau Tlingit & Haida Comm. Council	Raven Eagle Summer Culture Camp	\$5,000.00	\$3,200.00
	<b>Total Program Amount Requested</b>	<b>\$118,370.00</b>	<b>\$75,629.00</b>
<b>SPORTS</b>			
Gastineau Channel Little League	Youth Baseball, Softball and tball	\$40,500.00	\$34,500.00
Juneau Douglas Ice Association	Youth Hockey Program	\$21,700.00	\$18,950.00
Juneau Soccer Club	JSC Competitive & Developmental Soccer	\$33,010.00	\$25,300.00
Glacier Swim Club	Youth Competitive Swimming	\$24,100.00	\$23,000.00
Juneau Youth Football League	Standards & Practices of Safety for Participants	\$32,200.00	\$16,500.00
Juneau Youth Sailing	Youth on the Water	\$15,670.00	\$7,000.00
Hooptime Basketball	Elementary & Middle School Basketball	\$8,000.00	\$5,355.00
Juneau Skating Club	Youth Ice Skating./Youth Synchronized Skating	\$34,890.00	\$11,200.00
Midnight Suns Softball	Girls Fast Pitch Softball	\$15,000.00	\$10,000.00
Juneau Jumpers	Juneau Jumpers	\$18,000.00	\$2,700.00
Juneau Ski Club	JSC Safety & Training Equipment	\$15,700.00	\$13,000.00
Juneau Youth Wrestling	Youth Wrestling Program	\$14,600.00	\$7,350.00
Sealaska Heritage Institue	Latseen Hoop Camp	\$5,000.00	\$1,800.00
	<b>Total Program Amount Requested</b>	<b>\$278,370.00</b>	<b>\$176,655.00</b>
	<b>Total FY19 Amount Requested</b>	<b>\$492,842.50</b>	<b>\$315,875.00</b>

APPENDIX C  
FY17 CONTINGENCY GRANT TOTALS

**Youth Activities Contingency Fund Balance FY17**  
July 1, 2016 to June 30, 2017

		Amount Requested	( + )	Amount Awarded( - )	Total Available Funding
<b>Beginning Balance (5% of \$332,500)</b>			<b>\$ 16,625.00</b>		<b>\$ 16,625.00</b>
<b>August</b>	Youth #1 (Swim)	\$500.00		\$500.00	
	GCLL - Junior Baseball Western Regional Tournament (12 youth)	\$12,400.00		\$4,000.00	
<b>September</b>	Youth #2 (Swim)	\$1,400.00		\$500.00	
<b>November</b>	Youth #3 (Figure Skating)	\$1,000.00		\$625.00	
<b>February</b>	Youth #4 (Swim)	\$1,160.00		\$500.00	
<b>April</b>	Youth #5 (Swim)	\$1,275.00		\$150.00	
	Youth #6 (Swim)	\$940.00		\$150.00	
	Juneau Ski Club - Western Regionals & Tri-Divisional Championships (6 youth)	\$4,800.00		\$4,800.00	
<b>May</b>	Juneau Jumpers - U.S. National Jump Rope Championship (9 youth)	\$9,574.00		\$5,400.00	
<b>Totals</b>		<b>\$33,049.00</b>		<b>\$16,625.00</b>	<b>\$ -</b>

**DENIED**

<b>May</b>	Floyd Dryden- Matthew J. Johns - National History Day Contest	\$1,500.00
<b>May</b>	Floyd Dryden- Preston Williams - National History Day Contest	\$1,500.00

**Totals**      **\$3,000.00**

APPENDIX D  
FY18 CONTINGENCY GRANT TOTALS

**Youth Activities Contingency Fund Balance FY18**  
July 1, 2017 to June 30, 2018

		Amount Requested	( + )	Amount Awarded( - )	Total Available Funding
	<b>Beginning Balance (5% of \$332,500)</b>		<b>\$ 16,625.00</b>		<b>\$ 16,625.00</b>
<b>August</b>	Youth #1 (Dance)	\$2,501.00		\$500.00	
	Youth #2 (Swim)	\$1,541.51		\$300.00	
	Youth #3 (Swim)	\$600.00		\$300.00	
	Youth #4 (Swim)	\$1,293.60		\$300.00	
	GCLL Majors Softball State Tournament (13 youth)	\$4,800.00		\$2,224.00	
	GCLL Majors Softball Western Regionals Tournament (13 youth)	\$1,800.00		\$2,224.00	
	GCLL Juniors Baseball Western Regionals Tournament (12 youth)	\$15,700.00		\$2,052.00	
<b>November</b>	Youth #5 (Swim)	\$400.00		\$400.00	
<b>January</b>	Girl Scouts of Alaska - Alaska Robot Rendezvous (12 youth)	\$10,217.00		\$4,285.00	
<b>May</b>	Juneau Jumpers - U.S. National Jump Rope Championship (11 youth)	\$5,500.00		\$4,040.00	
	<b>Totals</b>	<b>\$44,353.11</b>		<b>\$16,625.00</b>	<b>\$ -</b>



## APPENDIX E

### FY 18 Youth Activity Board Attendance

	8/8/2017	9/12/2017	11/14/2017	12/12/2017	1/3/2018	2/13/2018	4/17/2018	4/18/2018	5/8/2018									
Member																		
Tom Rutecki	P	P	P	P	P	P	P	P	P									
Joyce Vick	P	A	P	P	A	P	P	P	P									
Liz Brooks	P	P	A	P	P	P	P	P	A									
Bonita Nelson	P	P	P	P	P	P	P	P	P									
Kathy Tran	P	P	P	P	P	P	P	P	P									
Edric Carrillo	P	P	A	P	P	A	P	P	A									
Mary MacNaughton	na	na	na	na	P	P	P	P	P									
Kristen Romanoff	na	na	na	na	na	na	P	P	A									
Elizabeth Balstad	na	na	na	na	na	na	P	P	P									
Peter Christensen	na	na	P	P	P	P	na											
Sarah Cannard*	P	A	P	na	na	na	na											
John White	P	na	na	na	na	na	na											
Mary MacNaughton appointed by HRC December 18, 2017 replaced Sarah Cannard; JAHc Representative																		
Liz Brooks reappointed by HRC August 22, 2016; public seat																		
Bonita Nelson appointed by HRC August 22, 2016; public seat																		
Edric Carrillo appointed by HRC April 3, 2017, as Elizabeth Lange resigned April 2017																		
Joyce Vick reappointed by HRC August 21, 2017; public seat																		
Peter Christensen appointed by HRC November 6, 2017; public seat																		
Kristen Romanoff appointed by HRC March 5, 2018, public seat which was previously JSA seat																		
Elizabeth Balstad appointed by HRC April 2, 2018, as Peter Christensen resigned March 2018																		

# Review of the YAG Scoresheet

The intent of this committee is to re-evaluate the procedures  
For evaluating YAG proposals by focusing on the evaluation  
Score sheet and the process of assigning scores

1. Does the current score sheet point values follow the directive to insure that the 13 factors are ranked by priority set by the Assembly?
2. Are all of the 13 factors clearly represented on the score sheet
3. Does the scoresheet and instructions accurately portray the intent of the 13 factors.
4. Are the criteria for maximum point values understood by evaluators and proposal authors? Written text generated from common agreement concerning scoring should be generated if methodology is unclear
5. A distinction between qualitative & quantitative (calculated) data scoring needs to be addressed. Quantitative data needs to be ranked, qualitative needs have "rubric". Both types can be "binned" by the evaluator.
6. Does the current scoring method and allocation of funds follow the directive to insure that all types of activities get equal treatment.
7. Should there be a reconsideration of the 257 total point value. Does this allow for real distinction between proposals. A review of point values should address the concept of "binning" quantitative categories and lowering point values for "yes/no" categories.
8. Are we adequately passing on institutional knowledge?

## Procedures Necessary to Achieve Objectives:

- 1) Review of score sheet and proposal evaluation score sheet to insure all Assembly directives are followed and that the 13 objectives are scored
- 2) Review of score sheet text and proposal instruction and criteria document to insure all evaluators understand what the evaluation criteria are for each line item
- 3) Review of the total points allocated to each line item and section and discuss quantitative versus qualitative ranking and scoring procedures – includes a discussion of "binning" data
- 4) Discussion on institutional knowledge
- 5) Documentation of any changes in scoring for the proposal authors and evaluators

### Procedures Necessary to Achieve Objectives:

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- 4) Discussion on institutional knowledge
- 5) Documentation of any changes in scoring for the proposal authors and evaluators

This Review was conducted by a sub committee of the YAB and this power point was authored by Bonita Nelson



# We have directives and latitude

Presented by: The Manager  
Introduced: 09/26/2016  
Drafted by: A. G. Mead

## OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2761

### on Reestablishing the Youth Activities Board, and Resolution 2410.

WHEREAS, the Assembly wishes to acknowledge the continuing support of CBJ voters for youth programs through voter approval of sales tax levies; and

WHEREAS, it is the Assembly's policy to expend a portion of sales tax funds each year to provide supplementary funding for youth activities in the community, including artistic, cultural, athletic, and other extra-curricular academic pursuits; and

WHEREAS, the Assembly intends that these funds be distributed among various community organizations which sponsor youth activities in a manner that best serves our youth; and

WHEREAS, the Assembly believes funds among various community groups evaluate proposals; and

**Section 3. Youth Activities Board**  
as follows:

(a) To prepare a Request for Proposals annually for the purpose of soliciting proposals for providing youth activities of an athletic, cultural, artistic, or academic nature. The amount of funding available will be determined by the Assembly annually as part of the adoption of the City and Borough budget.

(b) To adopt procedures for evaluating proposals received for providing youth activities.

(c) Subject to the limitations established in Section 4, to make recommendations to the Assembly in April of each year for allocating funds among

proposals selected by the Board. Recommendations should reflect the intrinsically equal value to youth of athletic, cultural, artistic and academic types of activities, and reflect the range of needs identified by the qualified proposals submitted.

Equal value to youth of athletic , cultural, artistic and academic types of activities and reflect the range of needs identified by qualified proposals

**Section 4. Criteria for Decisions.** The Board shall use the following criteria when considering the allocation of funds among youth activity programs:

(c) All proposals considered by the Board under this program shall include a proposed method for evaluating the effectiveness of the activity. The Board, in evaluating effectiveness, may apply additional methods related to these criteria.

(d) All proposals must meet the following requirements:

(1) The program starting date must occur prior to June 30 of the fiscal year for which funding is provided.

(2) Programs may not be funded retroactively.

(3) Funding will not be awarded for administrative costs, operational costs of facilities, capital costs for facilities, or salaries and benefits for coaches or instructors, except for a guest artist, educator, or coach offering a special program in Juneau. Facility rental for a special program is allowed.

(4) All promotional or printed material must include the following statement: "This program is partially funded by the Citizens of the City and Borough of Juneau through sales tax revenues."

(5) All programs are subject to City and Borough financial audits.

**This gives the board the ability to add criteria in order to evaluate effectiveness of activity - qualitative and quantitative. It also outlines specific rules for use the funds.**

**The committee clearly has latitude with the evaluation of the proposal process.**

## Here are the 13 “mandates” in order of importance

(e) The Board shall evaluate proposals through a scoring method applying the following factors in order of importance:

- (1) Number of hours of participation per youth.
- (2) Low program cost per participant hour.
- (3) Number of youth actively participating in the program.
- (4) Instructor or coach's relevant experience in providing the youth program.
- (5) High adult per youth ratio to support the program.
- (6) Organization's past history of providing successful youth programs.
- (7) Financial management of organization as indicated by overall budget.
- (8) Amount of the direct and indirect support provided to the organization from other CBJ funding sources.
- (9) Amount of volunteer support for the program.
- (10) Existence of scholarship fund for qualified youth within the program.
- (11) Provision of transportation, equipment, and other practical assistance to youth in need.
- (12) Cooperative efforts with other local youth organizations.
- (13) Proposals for or evidence of or acknowledgment of the CBJ grant funded from CBJ voter-approved sales tax.

The categories on the score sheet should reflect these Priorities. Higher priorities should receive higher point values

# Point Allocations on Current Scoresheet Needs Revision

1. Point values must reflect the CBJ Assembly order of importance : 1-13 Section 4 (f)

<b><u>Directive Point Values</u></b>	<b><u>Location on Score Sheet:</u></b>
<b>1 = 30</b>	<b><u>II Plan of Operation A 1 a. b</u></b>
<b>2 = 25</b>	<b><u>IV. Program Budget A) 4. a. b</u></b>
<b>3 = 25</b>	<b><u>II. Plan of Operation A) 2.</u></b>
<b>4 = 10</b>	<b><u>III. Management B</u></b>
<b>5 = 10</b>	<b><u>II. Plan of Operation A) 3</u></b>
<b>6 = 10</b>	<b><u>III. Management A)</u></b>
<b>7 = 15</b>	<b><u>IV. Program Budget A) 1. &amp;2.</u></b>
<b>8 = 10</b>	<b><u>IV. Program Budget B)</u></b>
<b>9 = 10</b>	<b><u>III. Management C)</u></b>
<b>10 = 5</b>	<b><u>II. Plan of Operation A) 4.</u></b>
<b>11 = 5</b>	<b><u>II. Plan of Operation A) 4.</u></b>
<b>12 = 10</b>	<b><u>III. Management D)</u></b>
<b><u>13 =</u></b>	<b><u>not on score sheet</u></b>

Total points = 165    total points of the grant: 257  
Of “mandates”

Mandate points are not in priority given in resolution

Extra points from

: Goals/objectives/timelines 25

evaluation requirements 25

Community coordination 15

Safety/security 10

Presentation quality 5

Local proposer 12

= 92

## Past Scoring Data Show Need For Score Sheet Clarification and Re-Evaluation

Data was analyzed from FY 16, FY17 and FY18. The summary scores of all YAG funded were given to me for those three years, all names of the scorers were redacted. Additionally I received the three individual score sheets for each grant for FY17 data.

The graphs in this power point are representative of trends seen in all 3 years from all three committees.

Data was given to Bonita Nelson to analyze by Dave Pusich.

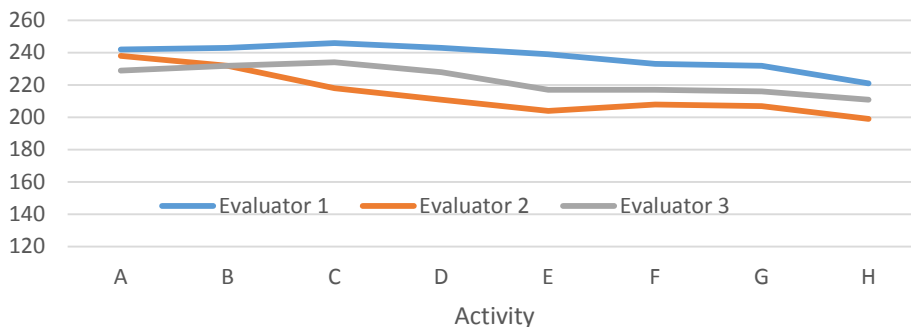
### Overall Results:

1. Comparing overall scores indicate that some people score higher and others score lower which was expected.
2. There was wide variability in the overall ranking of proposals. ( i.e. A proposal could be scored first by one evaluator and last by another). This “ranking” differences extended beyond the normal variability of high and low evaluators and indicated that evaluators were using different criteria to evaluator the categories.

The following graphs indicate the patterns described above.

## Arts -Total Score for Activity by Evaluator FY17

Total Points for each Activity

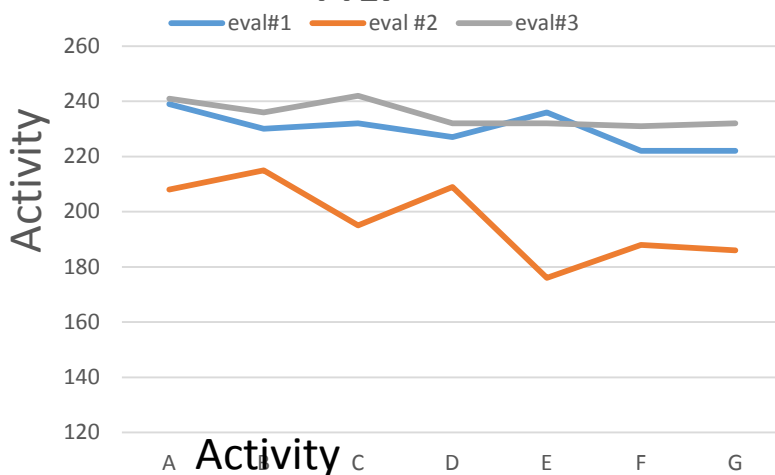


We have people who score high and people who score lower but the patterns of ranking are similar ( above).

Below we have evaluators who score high and low, but the pattern of ranking shows differences

## Academics Total Scores by Evaluator FY17

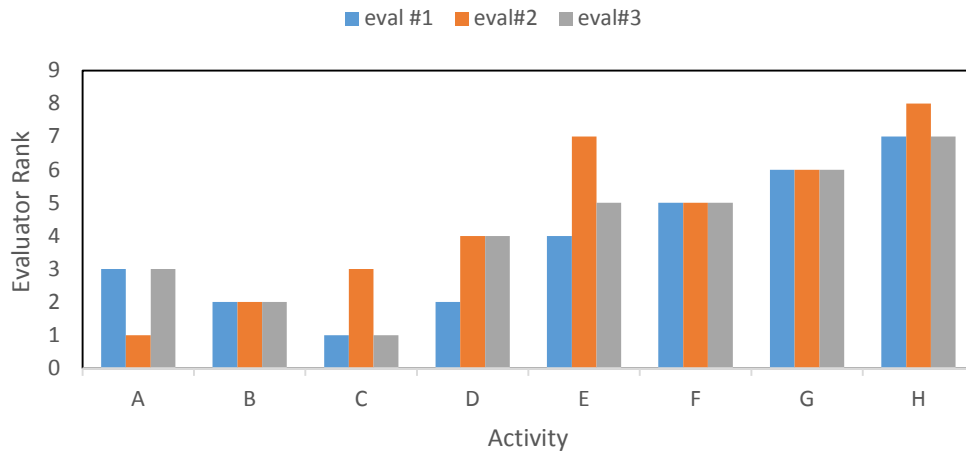
Total Points for each Activity



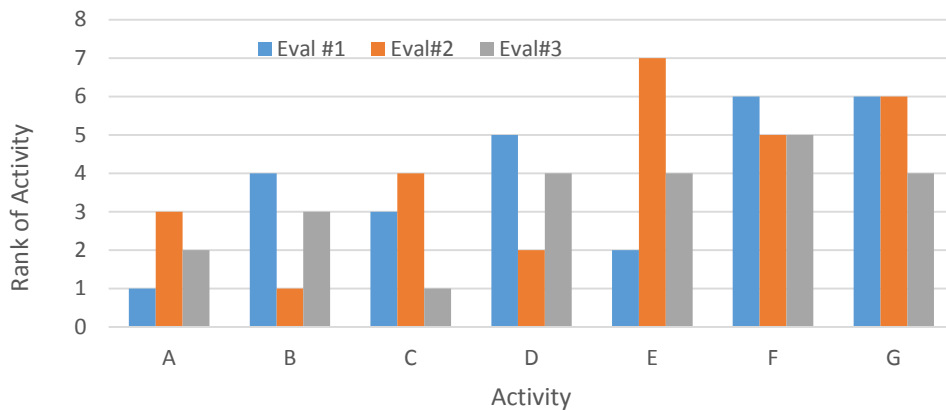
# Overall Scoring Criteria – not consistent between evaluators

## Same proposal is ranked at bottom and top --

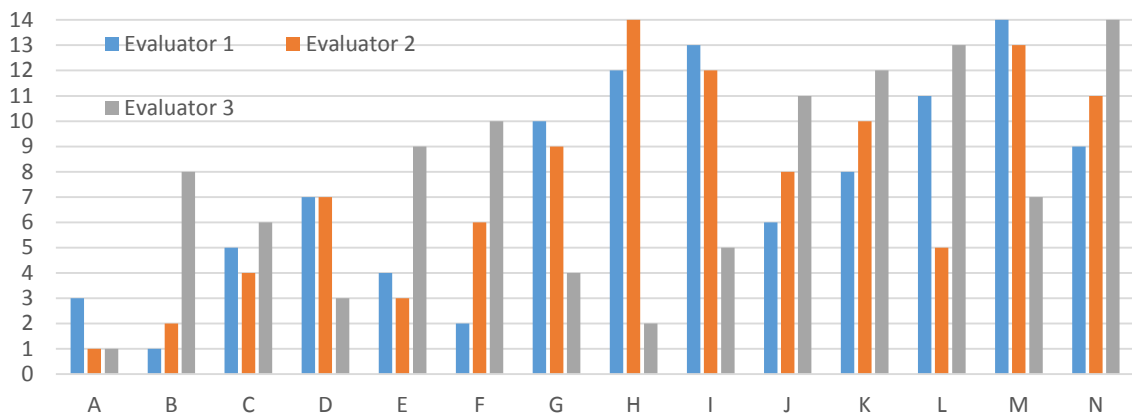
### Arts Rank by Evaluator



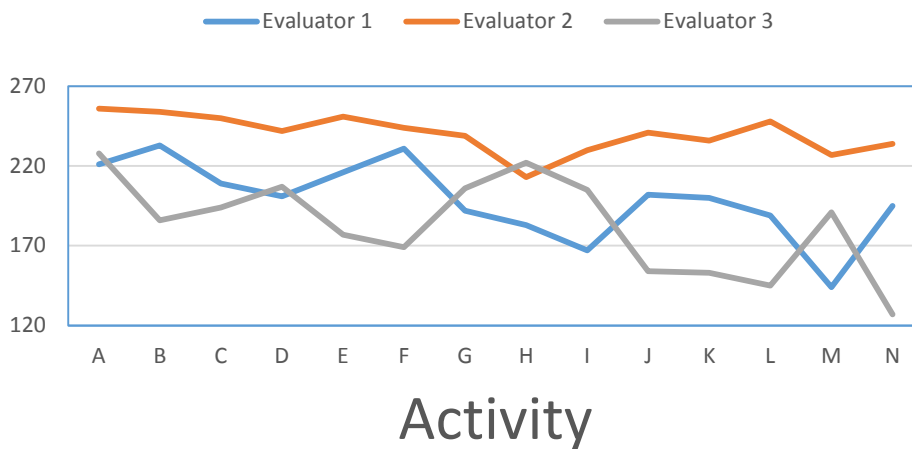
### Academics Rank of Organization Evaluator



### Sports Overall Rank of Activities by Evaluator



## Sports Total Score by Evaluator



**HOWEVER**  
Wide  
variability in  
the ranking  
indicates  
different  
criteria for  
evaluation

## Overall Ranks of Activities

Sports

Evaluator

Activity

	1	2	3
A	3	1	1
B	1	2	8
C	5	4	6
D	7	7	3
E	4	3	9
F	2	6	10
G	10	9	4
H	12	14	2
I	13	12	5
J	6	8	11
K	8	10	12
L	11	5	13
M	14	13	7
N	9	11	14

Lack of  
consistency in  
top half  
ranking and  
lower half  
Ranking for  
the same  
proposal



# Past Data Also Indicate Need For Score Sheet Clarification and Re-Evaluation

1. Overall scores indicate that some people score higher and others score lower - that's ok
2. Wide variability in the overall ranking of proposals indicate that different criteria are being used by evaluators which extend beyond the normal variability of high and low scorers (previous slides)

**3. Quantitative (calculated) data are being “binned” by evaluators, but with different criteria**

**4. Quantitative data need to be binned by rank and highest value allotted must be ranked with total points**

**Quantitative data** - points allocated must reflect rank of numerical values:  
 here are raw data by evaluator

**1. Evaluators are be “binning” or categorized  
 decides within their framework of values**

Sports Activity	N active hours	Evaluator 1	Evaluator 2	Evaluator 3
1	1400	30	25	25
2	20000	20	25	29
3	13400	20	25	28
4	79000	20	30	30
5	5500	20	25	27
6	4000	30	25	28
7	25000	10	30	28
8	76000	20	25	27
9	1770	30	25	26
10	5280	20	25	27
11	14960	30	30	27
12	10600	20	25	28
13	77375	20	30	30

**“BINS”**

Data Range	30 or 20 or 10	30 or 25	30 to 25
---------------	-------------------	----------	----------

2. Criteria for binning is widely variable and needs to be standardized.

Why is highest point value in mid range of numerical values?

### Data Sorted

# active hours	Eval 1	Eval 2	Eval 3
79000	20	30	30
77375	20	30	30
76000	20	25	27
25000	10	30	28
20000	20	25	29
14960	30	30	27
13400	20	25	28
10600	20	25	28
5500	20	25	27
5280	20	25	27
4000	30	25	28
1770	30	25	26
1400	30	25	25

Bins:            30, 20, 10            30 or 25            30---25

Quantitative Needs to start at highest point value

total cost	total cost	total cost
23	25	25
23	22	25
20	22	24
19	22	23
18	22	22
18	18	22
18	18	22
17	18	22
17	16	22
16	16	22
16	16	22
16	16	22
16	16	21
16	16	21
14	16	20

23-14

25-16

25-20

“Bins”

# Past Data Show Need For Score Sheet Clarification and Re-Evaluation

1. Overall scores indicate that some people score higher and others score lower - that's ok
2. Wide variability in the overall ranking of proposals indicate that different criteria are being used by evaluators which extend beyond the normal variability of high and low scorers
3. Quantitative data are being "binned" by Evaluators, but with different criteria
4. Quantitative data need to be binned by rank and highest value allotted must be ranked with total points

**5. We are not using full component of the higher scoring categories – makes for inconsistent evaluation criteria and more complicated grading**

**This happens in both qualitative AND quantitative (calculated) categories**

Taken from score sheets.... Each proposal scored by 3 people

RAW	DATA	FROM	ARTS	Qualitative		SORTED	
Top row has max point values							
goals	evaluations	community coord	history	instructor	volunteer	Coop	safety
25	25	15	10	10	10	10	10
25	25	15	10	10	10	10	10
25	23	15	10	10	10	9	10
25	23	15	10	10	10	9	10
24	23	15	10	10	10	9	10
24	23	14	10	10	10	8	10
24	23	14	10	10	10	8	10
23	23	14	10	9	9	8	10
23	22	14	10	9	9	8	10
23	22	14	10	9	9	8	10
22	22	13	10	9	9	8	9
22	22	13	10	9	9	8	9
22	20	13	10	8	8	8	9
20	20	13	10	8	8	8	9
20	20	10	10	8	8	8	8
20	20	10	10	8	8	8	7
20	20	10	10	5	7	7	6
20	15	10	10	5	5	6	5
15	15	10	9	5	5	6	0
15	15	5	9	2	5	4	0

Data from 7 activities, 1 raw data sheet was missing

Points given  
For Missing  
Data

# Past Data Show Need For Score Sheet Clarification and Re-Evaluation

1. Overall scores indicate that some people score higher and others score lower - that's ok
2. Wide variability in the overall ranking of proposals indicate that different criteria are being used by evaluators which extend beyond the normal variability of high and low scorers
3. Quantitative data are being "binned" by Evaluators, but with different criteria
4. Quantitative data need to be binned by rank and highest value allotted must be ranked with total points
5. We are not using full component of the higher Scoring categories

## Proposal Instruction & Criteria page B-5 *example*

- C. Volunteer Support: A description of the type and amount of volunteer support there will be for the program
- E. Safety/Security: Describe how you assure the safety/security of your participants

6. Qualitative Data should have some type of rubric or explanation of what will score the maximum points..... For example:
- YES/NO 0 or 1
  - none (0), 1 (minimal) 2(adequate) 3(above ave) 4 (outstanding)

Missing information = 0 points for two evaluators and 5 points for 1 evaluator

## Summary

Needs to be established criteria for each category that are clearly defined because of the inconsistency in the overall ranking we are using different criteria to evaluate point value

For ex: a project that should be at the bottom should be ranked near the bottom or at least in lower half of ranking for all evaluators.

Qualitative data must be ranked, highest rank should receive highest score allowed on score sheet

Quantitative data must have defined ranges for evaluator and proposal authors

Appropriate bins should be established for each line item on score sheet Bins allow for evaluator variability

Lower point scores allow for easier grading, binning assists with this

Define use for optional information and action for required information that is missing

Mandate # 13 needs to be on score sheet

Committee line items should not outrank CBJ mandates are instructions clearly written and understood by all evaluators and proposal authors



# Overall Point Values

What happens if  
These are NO

I	Required Info	Score		Comments
A	Proof of non-profit status	Y/N		Go/NO GO
B	Proof of legal status	Y/N		
<b>II Plan of Operation</b>		<b>Points</b>	<b>CBJ</b>	
<b>A</b>	<b>Extent of Youth Participation</b>			
1	(a) Direct hours/youth			
	(b) Total # direct participation	30	1	QUANTITATIVE
2	# Youth	25	3	QUANTITATIVE
3	Adult/youth ration	10	5	
4	Assistance to youth	10	10 and 11	
B	Goals/Objective/Timeline	25		POINT VALUES HIGHER THAN CBJ MANDATES
C	Program Eval Requirement	25		
D	Community Coordination	15		
<b>III</b>	<b>Management Capacity</b>			
A	History	10	6	
B	levant Experience	10	4	
C	Volunteer Support	10	9	
D	Coope Efforts	10	12	
E	Safety/Security	10		
<b>IV</b>	<b>Budget/Organizat Support</b>			
<b>A</b>	<b>Program Expenditures</b>			
1	Budget Attachment			
2	Budget Narrative			
3	Fees to participant	15	7	
4	(a) Total cost/hr/kid			
	(b) Request cost/hr/kid	25	2	QUANTITATIVE
<b>B</b>	<b>Support and Revenues</b>	10	8	
1	CBJ Direct Support			
2	Indirect CBJ Support			
3	List of revenues			
V.	Proposal Presentation	5		
<b>VI</b>	<b>Optional Info</b>			
	List of agreements	Yes/NO		
	Letters of Support	Yes/NO		
Local Proposer		12		

Quantitative need  
To be ranked

Qualitative need  
rubric or guidance

Do not have a line  
for # 13

Two mandates  
covered in one 10  
pt category

Point values for  
added by  
committee > CJB  
mandate

What use is  
option  
material

# Example 1 discussion on proposal

## Evaluation directions- are they clear?

### II Plan of Operation

#### A) Extent of Youth Participation

(1) Number of hours of participation per youth

(a) Direct hours/youth

(b) Total number of direct participation 30\_\_\_\_\_

#### Directions in RFP

a) Calculate direct hrs/youth (including different categories) using active and passive criteria

a) Calculate total number of direct participation by all youth and break out active AND passive hrs

**Assembly verbage:**

**(1) Number of hours of participation per youth**

What does the score reflect? Active hours or active+ passive hrs

#### Assumptions/ Questions

1. Only use direct hours of participation – **does direct = active?**  
if so, how do we know the assembly intended us to use only active instead of total hours for this mandate
2. are we putting a value judgement on “listening and/or observing others” hours making them less important?

Exact design of new score sheet will be decided by Board.