

STATE OF CONNECTICUT HEALTH AND EDUCATIONAL FACILITIES AUTHORITY

Grant Committee Meeting

May 15, 2019

Minutes

The Grant Committee of the Board of the Directors of the State of Connecticut Health and Educational Facilities Authority met in session at the office of the Authority at 12:30 p.m. on Wednesday, May 15, 2019.

The meeting was called to order by Dr. Estela Lopez, Committee Chair, at 12:31 p.m. and upon roll call, those present and absent were as follows:

PRESENT: Dr. Estela Lopez, Committee Chair
Elizabeth Hammer
Barbara Lindsay
Peter Lisi, Board Chair

OTHER BOARD
MEMBERS PRESENT: Mark Varholak
Barbara Rubin
Michael Angelini

ALSO PRESENT: Jeanette W. Weldon, Executive Director
Denise Aguilera, General Counsel
Debrah Galli, Manager of Administrative Services
Bob Jandreau, Senior Finance Associate
Daniel Kurowski, Financial Analyst
Eileen MacDonald, Senior Transaction Specialist
JoAnne Mackewicz, Controller
Michael Morris, Managing Director
Cynthia Peoples, Managing Director

Kelli Petrone, Administrative Assistant
Betty Sugerman Weintraub, Grant Program Manager
of Connecticut Health and Educational Facilities Authority

APPROVAL OF MINUTES

Dr. Lopez requested a motion to approve the January 19, 2019 Grant Committee meeting minutes. Ms. Hammer moved to approve the minutes; Ms. Lindsey seconded the motion.

Upon roll call, the “Ayes,” “Nays,” and “Abstentions” were as follows:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTENTIONS</u>
Dr. Estela Lopez	None	None
Elizabeth Hammer		
Barbara Lindsay		
Peter Lisi		

REVIEW AND APPROVAL OF FY 2019 NONPROFIT GRANT PROGRAM AWARDS

Ms. Lopez thanked Ms. Weintraub and the Internal Review Committee (IRC) for their hard work and asked for an overview of the awards and application scoring process.

Ms. Weintraub stated that CHEFA has awarded a total of \$14 million dollars to nonprofit organizations and a total of \$31 million for all the grant programs, including the targeted and the client programs. She stated that for this grant cycle that there were 107 letters of interest and 53 organizations were asked to move forward with a grant application. Of those 53, 51 completed the application process. One application was withdrawn, so 50 grant applications were processed, which included 13 new organizations to CHEFA. Ms. Weintraub stated that

the applications this cycle were of a higher quality and more diverse. She believes this is due to the fact she has encouraged applicants to call in advance to discuss their ideas for grants. She describes the type of projects/programs that she believes fit the grant guidelines.

Ms. Weintraub reported that the letter of interest went out on November 19th and closed on December 13th. The 53 organizations that were chosen to move forward with a full application were notified on February 1st and grant applications were due on March 1st. CHEFA held a phone conference for all applicants for a review of the application and submittal process. Forty of the 51 applicants participated in the phone conference. She noted that CHEFA will implement this process for all future grant cycles.

Mr. Lisi asked if there was a question and answer session associated with the application phone conference. Ms. Weintraub said that there had been a good question and answer session. He asked if in the future the questions and answers could be posted on the CHEFA website.

Ms. Weintraub stated that the IRC consisted of six staff members, Bob Jandreau, Krista Johnson, Dan Kurowski, Eileen MacDonald, David Wasch, and herself. She then discussed the scoring rubric. She explained that the category for innovation was new to the scoring rubric. It was added based on CHEFA's original 2002 Grant Program guidelines for funds to be provided to organizations that incorporate innovative programs and methods. Ms. Weintraub stated this was not a category in prior grant cycles.

The Foundant grant management system is now utilized for the aggregation to establish the rankings. She stated that Foundant's holistic platform provides a better user experience for grant applicants, staff and reviewers, and will now be utilized for all of the reports to be generated for the board materials .

Ms. Weintraub explained the scoring system and the variances between reviewers. She also explained that the scores are aggregated. She explained that the reviewers take into consideration the impact on the population served, previous grant awards, number of individuals served, the need for the project or program, innovation, budget information, and effective organizational management. The grants support both program and capital expenditures and for this grant cycle we have 50% program and 50% capital which is a difference from previous grant cycles. She mentioned 6 out of 8 Connecticut counties are reflected in the grant recommendations as well as CHEFA's priority areas of healthcare, education, childcare, and cultural. The IRC is recommending 19 applications be funded for a total of awards of \$1,121,163; two grants were partially funded due to exhaustion of funds for the cycle.

Ms. Rubin asked to see the applicants (Letters of Interest or LOIs) who weren't asked to go beyond the first step. Ms. Weintraub said she would provide the list in the future and then explained the initial scoring system and a discussion ensued.

Mr. Varholak asked how this compared to the budget in total for all the programs (the targeted, the client, and the nonprofit). Ms. Weintraub explained that for this year the funds were designated as follows; \$1,000,000 for the client, \$1,000,000 for the nonprofit and \$750,000 for the targeted program. In addition, the Authority has implemented that any dollars that are sent back in unutilized funds are then put back into the community in the form of grants. She stated that \$218,000 was returned from 2018, therefore \$109,000 was added to both the FY 2019 Client and Nonprofit Grant cycles to be awarded this year.

Mr. Angelini left the meeting at 12:58 p.m.

Mr. Lisi asked about the large variances in scoring numbers between reviewers and also inquired as to what the averages would look like if the highest and lowest score for each grant were disregarded a discussion ensued regarding the variations in scoring system.

Ms. Lopez requested a motion to approve staff's recommendations for the FY 2019 Nonprofit Grant Program awards with the exception of Malta House. Mr. Lisi moved to approve staff's recommendations for the FY 2019 Nonprofit Grant Program awards, with the exception for Malta House. Ms. Hammer seconded the motion.

Upon roll call, the "Ayes," "Nays," and "Abstentions" were as follows:

AYES

NAYS

ABSTENTIONS

Elizabeth Hammer

None

None

Barbara Lindsay
Peter Lisi
Dr. Estela Lopez

Dr. Lopez recused herself from the Malta House vote, as she is a member of their Board of Directors, and left the meeting and Mr. Lisi requested a motion to approve staff's recommendations for the Malta House award. Ms. Lindsay moved to approve staff's recommendations for the Malta House award and Ms. Hammer seconded the motion.

Upon roll call, the "Ayes," "Nays," and "Abstentions" were as follows:

AYES

NAYS

Elizabeth Hammer
Barbara Lindsay
Peter Lisi

None

Dr. Lopez returned to the meeting and the discussion on the scoring system continued.

Mr. Lisi asked about getting publicity for our grant awards. Ms. Weintraub stated that we have a communications plan to get the word out about our programs and awards. A discussion ensued.

ADJOURNMENT

Dr. Lopez requested a motion to adjourn the meeting. Mr. Lisi moved to adjourn the meeting grant funds and Ms. Lindsey seconded the motion.

Upon roll call, the “Ayes,” “Nays,” and “Abstentions” were as follows:

AYES

NAYS

ABSTENTIONS

Dr. Estela Lopez
Elizabeth Hammer
Barbara Lindsay
Peter Lisi

None

None

The meeting adjourned at 12:15 p.m.

Respectfully submitted,

Jeanette Weldon
Executive Director