

**RAP TAC Meeting
11.29.2022**

1. Called to order at 5:29 pm

Attendance by committee members: Richard Codd, Neal Clark, Annie McVay, Emily Roberson, Molly Taylor, Barbara Hicks

Absent: Jason Taylor

Additional attendance: Kelley McInerney

2. Citizens to be Heard: none

3. Approval of the minutes from the 10.17.2022 meeting

Passes 5-0

Neal abstained from voting due to not being in attendance at the meeting

3.1 Approval of the minutes from the 11.7.2022 meeting

Passes 3-0

Molly and Barbara abstained from voting due to not being in attendance at the meeting

4 Approval of RAP Tax Project Guidelines and Application Process

Mission Statement

Supporting and promoting recreational, cultural, arts, and parks facilities and programs to benefit the Moab community.

The group was all in favor of this as their guiding statement.

Project Guidelines

- Capital Projects – 10 year minimum
- City Limits – consider adding “or on City Property” next year
- Timeline of final reports and applications for the next year’s funding – clarify language to say that an organization is not eligible to receive funds until the prior year project is completed and reports submitted, they are still eligible to apply
- Use of Funds
 - Remove the non-cultural list item
 - Under the Not to be Used for section, adding in some general language regarding funding that is not fitting into RAP related projects

Motion to approve the Guidelines as amended in this meeting, passes 5-0

Sample Application

- Remove the disclaimer on the application reading: “If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release”

Evaluation Criteria

- Community Need
 - Consider adding a section that breaks down the percentage of project chosen that lie in each category, arts, parks, recreation, trails. If something falls into two categories would it score higher?
 - For example, ArtTrails – this program is art and a trail network
 - Uniqueness compared to other projects, does this score higher?
- The bullet points within each category are meant to help the committee review the applications, what are we looking for within the Quality of a Proposed Project or Community Need
- Does part of the evaluation include looking into what the City's projects for the year include so as not to have overlap
- The Grantwell Rubric Richard was looking at had an example of what a 1 vs a 5 score was in each category, this could be helpful for review
 - For example: A project that scores a 5 in Demonstrates Community Needs, serves an underserved population and has the potential to be integral to the community
- Change scoring from 25 points in each category to a 1-5 scoring system
- Should categories be weighted?
- Rather than ranking the projects against each other, each one will be evaluated on its own. This will help us avoid any conflicts of interest, for example if a person on the committee is part of an organization that applies for a project, they can recuse themselves from scoring just that one project rather than the whole session
- Committee members will each review and score projects on their own and then the group will come together and discuss the projects
- With this being the first year, we might adjust the criteria or application for next year if we run into any issues
- Do we need to keep the organization's history element in the Criteria?
- Rather than providing a sample application, we will answer questions as they come in, applicants are welcome to reach out to staff with questions.

5. Discuss Next Steps and Timeline

Get information out about the application release and open house. Share in newsletters and networks that the Gym, MARC, and MRAC currently have.

Have a Q&A with the papers and on the website to outline how can apply and how funds can be used. Information in the papers, on the website, and on the radio.

City RAP funding plans – the City is taking on its first comprehensive parks master plan and hope to use RAP funding for its findings.

Timeline

- Release application in early January
- Deadline of March 1st
- Open House at the MARC on January 11th from 3-7pm in the Dance Room

6. Meeting adjourn: 6:33 pm