

Okay.

Okay, so welcome, everybody. It's, good to see y'all. So Lizzie sent me couple documents shortly before the meeting and one of them is the draft funding guideline for Americap. So can you bring that up for us, Lizzie?

2 s. Alright, how does that look? Can we see it? Yes.

You can see that it is small.

Alright, so this is pretty much remained the same.

Lizzie, you might wanna increase the size of the document.

How's that for folks?

I I would keep going until it fills from side to side.

Okay, that was pretty good. Okay.

So it, let's see, so it appears that we received volunteer tendency or received.

The notice of funding opportunity and instructions from Americaps on 27 January and that we published our Tennessee version on 11 February.

Volunteered Tennessee, had information sessions for, for potential grantees this week.

And ok grant application technical assistance on the 25th, so is that for reviewers or?

No, and we probably won't do this one. The grant application technical assistance webinar. That's for like appli applicants submitting an e grants and things. I don't know, we always add it, but we never do it.

Okay.

And if we, if we hear from applicants that are, have questions about the technical aspects of submitting the grant, then we would, we would typically have that, but we don't usually get a whole lot of those kinds of questions. So it's been a while since we've had to have one of those grant kind of grant technical assistance sessions. Okay.

Okay, cool. And, ok, so this jumps us from the 25th to the 9th, which is our commission meeting at the conference, and when, when are the, the training sessions for reviewers?

That's gonna be your peer review process timeline.

The other document? Okay. Yeah. Okay.

Yeah, maybe we just do this timeline 1st and then move to the next one. Okay, ok.

Okay, so this next section timeline for commit competitive ok so 11 February, the NO fo.

Goes out on 11 February and the, oh, so the draft competitive applications are, are due to volunteer Tennessee by next week. Next Wednesday.

Yes, and this is So this is the 1st draft for competitive, so this would be what we review in the when peer reviews are working on when peer reviewers are reviewing. They'd be reviewing the 1st draft. We did also earlier on in the year, kind of anticipating this really short turnaround, ask programs to

submit.

Drafts, so hopefully, they're in a good place for this one week turnaround, two week turnaround because they've already received feedback on us, from us on two drafts.

Okay.

Okay, so then staff reviews from the 26th until 3 March ok.

I'm trying to, the 4th competitive applications, discussion with staff, suggestions and feedback.

Then 18 March, the final draft of competitive. 24 March executive committee review of the competitive and EAP. What is EAP?

Oh Education award program. Okay.

Okay, so the competitive, the the programs that are submitted for the competitive process, those aren't, those aren't reviewed, aren't part of the peer review, right?

They are. Because.

Well yeah well so the part it's gets a bit complicated because the final version is not because the.

Feds have their own peer review process, and so, and there the Americaps agency is the entity that selects the, the programs that are funded through competitive so.

That's a separate peer review process. And then I think what Lizzie was about to say is for the recompeting competitive programs or or or new competitive programs, the 1st version that they submit goes into the formula pool for review if they don't.

Get funded.

Right, right.

Sorry Lizzie, that that I don't know if that's what you were gonna say, but.

Yeah, that's what yeah that that's kind of what I was asking about ok so.

I'm sorry, I'm gonna jump in. I don't know if I just completely missed this, but what is our goal for looking at this? Are we approving it or are we, like, what is the, where are we trying to get to?

I don't know do do we need to take a vote and approve this or are we just looking at it for information?

Yeah, well, you, you can so the this revised timeline is something that staff would like to present to the full commission to review and approve at the March meeting.

And so typically that would go through this committee 1st and the committee would review it. You know, whether or not you vote on it is up to you. You can, I don't think it's you know entirely necessary to vote on it, but you can if you want.

But the really the issue is whether or not you all have questions or you know see things that maybe we need to change or add clarification before it goes to the full commission.

I, I guess my, my, my question is, does the, the peer review for the formula programs show up in this timeline? Cause that's what we would be most, most concerned about or there it is. Okay.

So yes, we will get there. Okay, ok. Do we want to skip down to the formula timeline?

I don't have any questions under the competitive I don't know if Jessica does.

Or can? Okay, so under the the formula applicants.

So what we would be, what we would be most as reviewers, what we would be most concerned about is the training, which takes place from 02:27 until three 6th and that's virtual training that we can do individually any time we want, right? During that timeframe.

Yes.

Okay.

Okay, can we go down a bit more, please? Thank you. Okay, so 03:20.

Is when the grant review team receives the applications.

And then we, we have until 3 April to return them.

So that's eleven. So that's two weeks ok So does anybody have anybody?

On the committee, have any questions about that time frame? 03:20 to four three. Okay.

Then in, then in mid June we find out when, which which programs were accepted into the competitive process and which are I guess dumped back into formula.

Okay, so June, 16 June, we receive the the funding recommendations and then on the 17th we have a committee call.

To develop the recommendation that we're gonna present to the full commission. And then we have a full commission meeting on, on 18 June.

So that's what's usually our May meeting, right? May meeting is pushed to June this year.

Correct. Although the the commission and this is I think probably something the commission will discuss in in at its March meeting. The commission could go ahead and meet in May. It just, we wouldn't have the information to be able to make the f the formula funding decision in May.

We wouldn't have.

Of that until until June. So the the you know the the question is whether or not to just completely not do that May meeting or do the May meeting and then also do a a June meeting potentially in place of one of the other, I think there's one that's scheduled in August. Okay.

So, that, that's a discussion point for March, but for right now, that meeting that's on the screen would be the timing that would allow the commission to make the funding, the formula funding decision in time to.

Submit to the Americaps agency in time to get the federal award letters processed so that we could start the programs in mid August to early September.

Right ok So I.

I would like to know who, who of us is going to participate in the, the peer reviews for formula programs. So I know that I will.

Anybody else?

I'm happy to help. Okay.

That they're happy to help. Jessica? All right, thanks Jessica.

Okay. Adam, do you usually? I don't.

Think I do, and I'm I don't want to commit just yet this summer's we're doing a lot of regional visits and I don't want to get myself overextended.

Okay, this will be in March. Okay.

Let me, let me get back. Okay.

I'm traveling two of the four weeks of March, so, so timing is not my friend in that particular window. Is there another way that I can support that?

Probably, yeah, let let's talk about that offline.

Okay, yeah, that's. I'm out of I'm out of the country from the 19th to the 20.

Dates I think are the the dates on that, but otherwise I might be able to juggle something. Okay.

Okay, yeah. I'll, I'll I'll get back to you on that. There might be something you you could do afterwards by.

By just skimming all the applications and looking to see which, federal and state goals they meet.

So that doesn't involve, you know, like totally reading every application. It's it's kind of skimming certain sections of it and putting together a spreadsheet. So that might be something that you could do in April, if that would work better time wise for you.

And what I.

I, I have a lot more time in April than I do in March, so however I can be helpful with that. Could you could stew on that a little bit and, and, and throw me under whatever buses needed.

Okay, ok, that sounds good. Yeah, and actually I will be on, on vacation for half of our peer review time. So I'll try and get my share done during the 1st week of of that two week chunk.

Okay, is there anything still below this?

Okay, alrighty. Should we take a look at the the other the other document?

Well, maybe, maybe not. I didn't realize that the peer review was included in this one anyways, so I think all the dates you need to know are included in that one anyways, so.

Okay I don't think there's a need to look at.

The other one is just like an internal VT document which has like also when I'm gonna be preparing the materials and things like that, so we probably don't need to look at ok.

That's fine Jessica, have you ever, have you ever reviewed these grant applications before?

I have not reviewed these yet, NO. Okay. I have reviewed grant applications in the past, just not related to volunteer tennessee.

Okay, so if you want after the, the training, you know, which is available for us between 02:27 and three six. If you want to you know if you want to get together with with me or me and Lizzy and talk about you know what to look for and and that kind of thing. I've I've I've done it several times. So assuming there's like a scoring.

Brubric of sort.

Yeah. Yes. Okay. Yeah. Yeah.

I feel like that's how most are, so, ok.

Yeah, there's a scoring rubric and, and then areas for comments and so the comments you can do indi individually for each of the different sections of the applications and and then there's a an area where you can put in an overall comment as well.

Our comments, and we can talk about this later. I was gonna say our comments, something we try to do.

Yeah, it is, yeah. And, you know, I I I try to balance out my comments, you know, if, if, if I have, if there's things that I have concerns with, I always try and start it out with some part of it that I thought was really good.

Yeah yeah kinda yeah I find that very, very often it seems like the the content was copied over from previous years applications and so sometimes the information doesn't show up.

In the section where you think it should show up and sometimes there are some sections that that were omitted and other times there are sections that are super super super wordy. There's, there's ten pages.

Page I believe for the narrative it's a ten page cutoff and so in in in the training they tell us, you know, if it's over ten pages, we don't have to read past page ten. I always do anyway, but, but we don't have to.

And will we get like a calendar invite for the trainings?

It's all asynchronous. Oh, ok.

So we'll, we'll just be sent the, the link to it.

Okay, and then you can do as you are.

Beginning and end dates for it, right? Okay. All right, so, yeah. So any other, any other questions about any of that?

I could add just like we don't give out the exact score sheets that you'll fill out, but we do give out feedback, so those notes are helpful. I mean, we don't do it all the time. I think it's only at the program's request, but.

He did.

Yeah on our side we try to limit our comments just because it is all public.

And so, we tend to limit the amount of comments we put on the applications that we review or in the past where I've reviewed applications. So it's only as really needed, and my past work, so that's why I asked.

That's interesting. I never realized that. I just, I just thought the comments went to the, to the

applicants. I didn't realize they were public.

I mean the ones that I've worked on again are public, pretty much anything we do is public, so that's I don't it may not be the same for these applications necessarily, so.

Well, they, they would be subject to public inspection if anybody wanted to see them, but typically what we would do is we would redact any reviewer personal information because I, I think that would, that would be allowable and just provide the, the comments. And what we do for the applicants if they ask for it, the, we provide them with the staff and reviewer comments, but it's all just kind of in a single doc.

Document, so it's not possible to identify a particular reviewer who set a particular thing.

Okay, that's good to know. Maybe I don't I always thought that I needed to write a lot so maybe I'll put myself back a little bit this time.

Okay, any other discussion about that? Okay, was there anything else we were supposed to do at this meeting? We're not working on our action plans.

I guess not?

I I don't, I'm not sure where you all are with your action plan, but, and I'm not sure if, if we provided that to everyone before the, the meeting, so.

No, I haven't received it.

Yeah, so it probably wouldn't, wouldn't be particularly useful to get into that if people haven't had a chance to look at it.

Okay, so and we probably our next our next full commission meeting is at the conference and it's just like a two and a half hour meeting, so we're probably not gonna do committee stuff and work on action plans.

I I think we'll have time for really brief committee report outs on, you know, kind of big projects that they're working on whether whether it's related to the action plan or not. But we won't have time to go in in depth for on anything really cause it'll just like you said it'll be just about a little over a 2 h meeting. Okay.

Okay. Well, well I guess we'll work on it when, when we can. Ok, well I don't have anything else. Do we, is there was there anything else Lizzie, that we were supposed to be doing?

I believe our agenda was just the funding process timeline and the peer review process. So if everybody's clear on those important dates, and I know that you and Jessica will act as reviewers so I'll, you should be getting information like next week about that.

Otherwise, NO, I don't think, we don't have anything else on the agenda.

Okay. All righty. Well then, thanks everybody for coming and I hope to see you at at the conference and the mission meeting and all that. So, ok.

Thank you everybody.

Thank you. Bye bye. Bye. Bye.