



**GREENPOINT
COMMUNITY
ENVIRONMENTAL
FUND**

gcefund@northbrooklyn.org
www.gcefund.org
718.389.9044 ext. 15

**Community Advisory Panel (CAP) Meeting
Tuesday, March 24, 2015**

Note: The following is a summary of the Greenpoint Community Advisory Panel (CAP) meeting held on 3/24/2015. The notes represent an ongoing dialogue with the CAP related to the development and implementation of the Greenpoint Community Environmental Fund (GCEF).

Introduction, Purpose, and Meeting Goals: Amanda Bassow, National Fish and Wildlife Foundation (NFWF), described the primary goals of the meeting, which included: 1) GCEF 2015 grant process; and 2) outreach update and community meeting concept.

Notes, Updates, and Other Business:

- The CAP approved the meeting notes from 1/22/15.

GCEF 2015 Grant Process:

- Amanda Bassow asked the CAP to review the draft GCEF 2015 Request for Proposals (RFP), which included the following grant categories: Small Grants up to \$100,000; Large Grants between \$100,000 and \$600,000; Legacy Grants above \$600,000. Amanda Bassow highlighted the new requirement that Legacy Grants must provide 2:1 in matching contributions.
- Peter Washburn, New York State Office of the Attorney General, added that, for the purposes of the 2015 RFP, the State planned to continue to use the definition of “environmental benefit” used in the preceding RFP because it is consistent with the Consent Decree and the New York State Department of Environmental Conservation’s definition of an environmental benefit project. Peter invited discussion from any CAP members with questions or concerns about this plan. No CAP members requested discussion.
- Amanda Bassow highlighted the importance of “discernibility” in the definition of “environmental benefit.”
- CAP members suggested that examples of eligible grant projects be provided alongside the RFP. Amanda Bassow stated that this would be possible. [Note: The suggested further information on project eligibility was added to “Frequently Asked Questions” as part of the resources offered to prospective applicants].
- One CAP member asked whether the environmental benefit would have to be





GREENPOINT COMMUNITY ENVIRONMENTAL FUND

gcefund@northbrooklyn.c
www.gcefund.org
718.389.9044 ext. 15

measurable in order to qualify for funding. Peter Washburn replied that if the environmental benefit could not be exactly quantified, it would have to at least be qualified.

- Amanda Bassow informed the CAP that the review process for GCEF 2015 Grants would be the same as the previous grant round, but that the exact timing and sequencing remains to be clarified.
- One CAP member asked whether the completion time for Small and Large Grants could be extended to three years (instead of two years). Amanda Bassow replied that standard practice is to permit an additional year for completion for some projects in need of extra time.
- Peter Washburn asked for the CAP's input on completion time. The CAP suggested that the two year time limit be retained, but that flexibility be allowed for projects in need of more time.
- Several CAP members asked how GCEF could facilitate project sustainability beyond the funding period. One CAP member suggested that GCEF provide capacity building or training for grantees. Another CAP member suggested providing funding for grantees to participate in capacity-building programs.
- Lynn Dwyer, National Fish and Wildlife Foundation, noted that the question of project sustainability has already been included as a factor in the RFP under the "Evaluation Criteria" section.
- Peter Washburn suggested that the issue of project sustainability be addressed in both the "Environmental Results" section of the "Evaluation Criteria" and the "Work Plan" section.
- There was discussion about the "special qualities" of a Legacy Grant project that must be specified by applicants. Amanda Bassow stated that one of these special qualities is that significant community partnership must be demonstrated in all major components of the proposal.
- Amanda Bassow and Peter Washburn asked the CAP to consider the special qualities of a Legacy Grant that they would like to see reflected in the RFP.
- There was discussion among CAP members about the relative value of different kinds of matching contributions. Lynn Dwyer stated that pledged matching contributions will be taken into account. One CAP member pointed out that committed or "in-hand" matching contributions are much more important in determining project readiness.
- One CAP member suggested that providing applicants with a breakdown of their scores according to RFP criteria would be a more helpful way of offering feedback on grant applications. Peter Washburn also asked whether a breakdown of scores per category would not be preferable.
- Amanda Bassow, NFWF, explained to the CAP that all review members use the scoring criteria provided in the Request for Proposals. She noted that all



GREENPOINT COMMUNITY ENVIRONMENTAL FUND

gcefund@northbrooklyn.c
www.gcefund.org
718.389.9044 ext. 15

reviewers do not use the scoring sheet in the same way with: some reviewers providing comments and others not offering them; and some reviewers scoring directly each category and then providing a cumulative score, while others weight the categories in their heads and only provide a cumulative score. Amanda noted it is difficult to standardize reviewers' approaches to scoring without stifling the participation of individuals who participate on a voluntary basis. CAP members had no further comments.

- A vote on the RFP was called and the CAP voted unanimously in favor of approving the GCEF 2015 RFP.
- The CAP then moved on to discuss the question of how much funding should be set-aside for particular grant categories.
- One CAP member asked why Large Grants were to be included in the community preferencing process. Another CAP member responded that the community preferencing element of the grant process emerged from a history of the State – in Environmental Benefit Project programs preceeding GCEF – funding projects that were opposed by the community.
- Peter Washburn added that Small Grants were not subject to community preferencing in order to allow for projects to be implemented as quickly as possible.
- Amanda Bassow confirmed that the CAP was comfortable with setting aside \$1 million for Small Grants.
- There was discussion over whether the remaining funding (total minus \$1 million for Small Grants) should be available for Legacy Grants.
- A motion was made to leave the entire remaining amount (total minus \$1 million for Small Grants) available for Legacy Grants. Six CAP members voted in favor, 2 opposed, and 1 abstained. With sufficient quorum, the motion passed.

Outreach Update and Community Meeting Concept:

- **Outreach Update.** Filip Stabrowski, North Brooklyn Development Corporation, discussed recent GCEF outreach activities, including: Large and Legacy Grantee Celebration and Networking Event (held on 2/17/15 at the Dupont Street Senior Housing Center); preparation of the GCEF Newsletter; preparation of the GCEF brochure; and updates to the GCEF website.
- **Community Meeting Concept.** Lynn Dwyer described the purposes of the 2015 GCEF Community Meeting, including:
 - to provide the Greenpoint community with an update on GCEF; to inform the Greenpoint community about the final cycle of GCEF;
 - to prepare prospective grant applicants to participate in the final grant cycle; and
 - to provide prospective applicants with a venue for community networking to inform the development of potential GCEF proposals.



**GREENPOINT
COMMUNITY
ENVIRONMENTAL
FUND**

gcefund@northbrooklyn.c
www.gcefund.org
718.389.9044 ext. 15

Lynn Dwyer briefly described the community meeting agenda, the strategy for community networking (including the formation of “quads” based on project type), the role of GCEF facilitators in the networking process, and GCEF post-meeting follow up actions (including dissemination of “quad” notes).

- There was discussion among the CAP about whether to release the RFP before, during, or after the Community Meeting. It was decided that the RFP would be released prior to the meeting, but the application “clock” would not start until after the meeting.

Closing Business – Future CAP Meetings: Filip Stabrowski proposed that the date for the next CAP meeting be discussed over email.

Participants in 3/24/2015 CAP meeting:

Christine Holowacz	Newtown Creek Monitoring Committee (NCMC)
Manuel Zuniga	Java Street Community Garden
Heidi Shea Springer	Greenpoint Gardens
Ingrid Bromberg Kennedy	McGolrick Park Neighborhood Alliance
Leah Archibald	EWVIDCO
Joanna Micek	Greenpoint resident
Katie Denny Horowitz	Greenpoint Waterfront Association for Parks and Planning (GWAPP)
Ryan Kuonen	Brooklyn Community Board 1
Mike Schade	McGolrick Park Neighborhood Alliance
Emily Mijatovic	Assemblyman Joseph Lentol’s Office
Lisa Bloodgood	Office of New York City Councilmember Stephen Levin
Joe Haas	OAG
Peter Washburn	OAG
Michelle Moore*	New York State Department of Environmental Conservation (DEC)
Bob Polin	GA/NFWF
Amanda Bassow	General Administrator (GA)/NFWF
Lynn Dwyer	GA/NFWF
Margaret Kostecki	GA/NBDC
Filip Stabrowski	GA/NBDC
Margaret Kostecki	GA/NBDC
Laura Treciokas	State Outreach Consultant

*denotes participants attended meeting by telephone conference



**GREENPOINT
COMMUNITY
ENVIRONMENTAL
FUND**

gcefund@northbrooklyn.c
www.gcefund.org
718.389.9044 ext. 15