

MINI-GRANT STEERING COMMITTEE
OCTOBER 3, 2019 – 11:00 A.M.
CLERK'S CONFERENCE ROOM, KENAI CITY HALL
210 FIDALGO AVENUE, KENAI AK 99611
<http://www.kenai.city>

AGENDA

1. **CALL TO ORDER & ROLL CALL**
2. **AGENDA APPROVAL**
3. **APPROVAL OF MEETING SUMMARY**
 - a. April 24, 2019
4. **PERSONS SCHEDULED TO BE HEARD** – None.
5. **PERSONS PRESENT NOT SCHEDULED TO BE HEARD**
(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)
6. **UNFINISHED BUSINESS**
 - a. Review of Mini-Grant Application for Award
 - Mountain View Elementary, Pumpkin Festival Face Painting
7. **NEW BUSINESS**
8. **ANNOUNCEMENTS**
9. **ADJOURNMENT**

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**MINI-GRANT STEERING COMMITTEE
APRIL 24, 2019 – 4:00 P.M.
KENAI CITY HALL
CLERK'S CONFERENCE ROOM
CHAIR BRIAN GABRIEL, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER & ROLL CALL

Mayor Gabriel called the meeting to order at 4:05 p.m. Roll was confirmed as follows:

Members present: Chair B. Gabriel, B. Randle, J. Beech, K. Reed, M. Bernard

Members absent:

A quorum was present.

2. AGENDA APPROVAL

MOTION:

Member Bernard **MOVED** to approve the agenda and Member Randle **SECONDED** the motion. There were no objections; **SO ORDERED**.

3. APPROVAL OF MEETING SUMMARY

- a. April 12, 2019

MOTION:

Member Reed **MOVED** to approve the meeting summary from April 12, 2019 and Member Beech **SECONDED** the motion. There were no objections; **SO ORDERED**.

4. PERSONS SCHEDULED TO BE HEARD – None.

5. PERSONS PRESENT NOT SCHEDULED TO BE HEARD – None.

6. UNFINISHED BUSINESS

- a. Review of Mini-Grant Applications for Award
- Coloring of the Kenai Book

The Committee reviewed the Coloring of the Kenai Book and the applicant provided clarification to members questions including distribution, additional funding, and the intent of the book.

All Members voiced their support and agreed on the following recommended terms with approval of the grant:

- On page 4 of the Coloring Book, change or remove the third question;
- On page 13, change the title to How to be Courteous to the Environment;
- Also on page 13, end the first sentence at “season” and remove the remaining part of the sentence;

- Add the author's name, Kenai Central High School student; and
- Add "Caring for the Kenai Project" on the back page.

MOTION:

Member Bernard **MOVED** to approve the mini-grant application with the recommendations listed; Member Randle **SECONDED** the motion. There were no objections; **SO ORDERED**.

7. **NEW BUSINESS** – None.

8. **ANNOUNCEMENTS** – None.

9. **ADJOURNMENT**

There being no further business before the Committee, the meeting was adjourned at 4:36 p.m.

Meeting summary prepared and submitted by:

Jacquelyn LaPlante
Deputy City Clerk

**TOGETHER
WE CAN!**

**City of Kenai
Mini-Grant Application**

Grant Number: 2019-02
Date Received: _____

Applicant: Mountain View Elementary Date: 9/18/19
Applicant Address: 315 Swires Road
Kenai Alaska 99601
Phone: 283-8600 Email Address: KKircher@Kpbisd.org
Contact Person: Karl Kircher Phone: 283-8606
Project Title: Kenai Pumpkin Festival Pumpkin Painting Booth
Project Start/End Dates: 10/12/19
Total Project Cost: \$750 Amount Requested: \$500

Please check: **501(c)(3) Non-profit Organization EIN#** _____
(New grantees should attach a copy of their IRS Letter of Determination.)
 Society/Group* **Individual***
*There may be a tax liability for grant awards to non-exempt entities. EIN # 92-0030923

1. Provide a brief description of your organization, society, group, or entity. As an individual applicant, describe your involvement in the community and your experience/expertise as it relates to this project. (Attach separate sheet, if necessary.)

(see attached)



2. Describe the project for which you are requesting funding. Include a project timeline and an explanation of how the project will benefit the community. (Attach separate sheet, if necessary.)

(See attached)

3. Please complete a simple budget for this project. Grants over \$500 must be approved by the Kenai City Council.

ITEM (Material or service needed to complete your project.)	COST (Estimated cost of the items.)	STORE OR SUPPLIER* (Where you will purchase this item or service.)
Pumpkins	\$ 550	Country Foods
Tempra paint	≈ \$ 200	KPBSD warehouse

Total grant request: \$ 500

***The City requests material bought with City grant funds be purchased within the City of Kenai, if possible.**

4. How will you know if your project is successful? _____
- _____
- _____
- _____
- _____

5. Have you received a City of Kenai Mini-Grant before? Yes No
- If yes, most current award: Project title: _____
- Project dates: _____
- Amount of grant: \$ _____

Did you comply with
the Letter of Agreement?



Yes



No (If no, attach a current
status of your project.)

I certify the information contained in this application, including all attachments and support material, is true and correct. I understand the grant funds, if granted, will be used only for the project or purpose described in this application. I understand ninety percent (90%) of the funds approved will be provided in advance. The balance will be paid at the completion of the project and report filed with the steering committee. Signatory must be an authorized officer for an organization. Student applications must also be signed/approved by a teacher.

Applicant

Signature: Karl P. Kircher

Date: 9/18/19

Name Printed: Karl P. Kircher

Title: Principal (if applicable)

Approval (Teacher)

Signature: _____

Name Printed: _____

Title: _____ (if applicable)

1. Description of Organization

Mountain View Elementary is Kenai's only open enrollment elementary school; for that reason, we bill ourselves as "Kenai's Neighborhood School". To live up to that moniker we attempt to go out into the neighborhood as often as possible to broaden those connections and offer our services. Students who view themselves as part of the community are more likely to make the positive connections and develop the positive self-image that helps them do well in school. Parents who experience their child's school out in the community are more likely to have a positive outlook on the school, make connections to the school and be more active in their child's education. Some of the activities we do annually in the Kenai Community are a craft booth at Industry Appreciation Day, caroling at the Kenai Airport and local businesses, serve lunch at the Senior Center on Veterans Day and Valentine's Day. In addition, we recently obtained a grant from the US Forest Service and planted Lilacs around the gazebo at the Lawton Field of Flowers. This particular project will be a collaboration of our 1st and 5th grade staff and parent volunteers as well as our PTA. It may also include high school students wanting community service hours.

2. Project Description

Mountain View Elementary would like to be a major contributor to the success of the 4th annual Kenai Pumpkin Festival on October 12th from noon until 3:00. In the past, there has been a Pumpkin Rush. This activity was a simple give-away, resulting in little or no interpersonal interaction with participants. It was brought to our attention that Kenai Parks and Recreation was looking to change that activity to a more interactive one and also eliminate the cost to the city.

The activity this year has been changed to one where pumpkins are purchased for two dollars and then the child is given the opportunity to paint the pumpkin with the help of an adult volunteer. Mountain View Elementary will be in charge of facilitating the entire activity.

This will also be a pilot fundraiser for our 1st and 5th grade field trips. Since in the past pumpkins were free we do not want to charge too much the first year. This grant will allow us to modify the existing event, to one with significantly more interaction, and no cost to the city. The grant will allow Mountain View Elementary the opportunity to use this event as a trial with no cost. It is anticipated that, in the future as parents see the value of our booth we can raise the cost of the pumpkins by one dollar and no longer need the grant.

The community will benefit in a variety of ways. The goal of the Pumpkin Festival to be an unplugged, family interactive event will be enhanced. Many of the participants will be Mountain View Elementary students and their families resulting in solidifying school connections. Parents who volunteer will model community service to their children.

3. Determining Success

The number of children participating in the activity will determine its success. We are planning to have 8 -10 volunteers help children paint pumpkins over the three hours. Each volunteer will be able to work with 2 children at a time. That is approximately 50-60 hours of quality adult contact time with children. In addition success will be determined by the additional connections our students/parents build with their school and community