

**Minutes of the
CCOC SISTER CITIES GRANT REVIEW SUBCOMMITTEE
Monday, February 12, 2007**

Members/Staff Attending: Ald. Lauren Cnare, Ald. Paul Van Rooy, Ald. Tim Bruer (arrived at 5:05 p.m.) and Lisa Veldran (Common Council Office, Recording Secretary).

Others in Attendance: Diane Farsetta (Madison-Ainara Sister City), Nancy Mae, Tehmina Islam and Barbara Alvarado (Madison-Arcatao Sister City), John Jacoby (Madison-Freiburg Sister City), Anita Martin and Jean MacCubbin (Madison-Obihiro Sister City) and Daina Zemliauskas-Juozevicius (Madison-Vilnius Sister City)

The meeting was called to order at 4:55 p.m. A quorum was present.

Eight annual reports and project requests were received and deemed acceptable. Eight were deemed eligible for the baseline funding of \$500 and all were recommended for additional funding as outlined below. Copies of the applications are available for details on proposed projects and activities from prior years in the Mayor's Office (Room 403, City-County Building).

Application Overview Presented by: Ald. Lauren Cnare

Ainara, East Timor

Annual Budget: \$7,000

Project Budget: \$2,000

Grant Request: \$1,000

Grant recommendation: \$401.40 (Points: 72)

Total recommendation: \$901.40

Project Description: Ainara election observer support, housing/office space for international observers based in Ainara, local interpreters for observers based in Ainara, in-country transportation for observers in Ainara and phone calls between the United States and East Timor.

Reviewer comments: Evaluation of projects needs to be more defined. Outlined goals were good. Ald. Lauren Cnare noticed that they still did not have 501c status. Diane Farsetta noted that they had a fiscal sponsor (agent). A request was made that this group seek 501c status.

Application Overview Presented by: Ald. Tim Bruer

Arcatao, El Salvador

Annual budget: \$18,500

Project Budget: \$11,000

Grant Request: \$1,000

Grant recommendation: \$425.37 (Points: 76.33)

Total recommendation: \$925.37

Project description: Outreach toolkit for Madison school students and teachers about Arcatao youth, service learning in El Salvador, special outreach support for Arcatao youth living in U.S.

(coordination of visit to Madison in 10/07) and support of regional sistering representative in El Salvador (community, work with Arcatao youth)

Reviewer comments: Commended group for their intergenerational activities. Evaluation measures were lacking numbers – need to conduct better evaluations.

Application Overview Presented by: Ald. Paul Van Rooy

Camaguey, Cuba

Annual budget: \$12,000

Project Budget: \$3,600

Grant Request: \$1,000

Grant recommendation: \$451.58 (Points: 81)

Total recommendation: \$951.58

Project description: Support of Emilia Simoni Clinical and Surgical Hospital – Hematology Laboratory and Love, Loss & Longing Photographic Exhibit Sponsorship.

Reviewer comments: There was a question on organizational participation. Ald. Tim Bruer noted that the organization operated with a board of directors. He also noted that the bike project was stalled due to the federal government discontinuing commerce licenses to Cuba.

Application Overview Presented by: Ald. Lauren Cnare

Freiburg, Germany

Annual budget: \$5,000

Project Budget: \$2500

Grant Request: \$775

Grant recommendation: \$427.05 (Points: 76.66)

Total recommendation: \$927.05

Project description: Chef Exchange with MATC and SLOW FOODS Madison. Supplies for chef demonstrations, transportation to area farms for chef, shipment of Madison brochures and other materials to Freiburg and purchase of official guides.

Reviewer comments: Better evaluation of projects is needed and more explanation of citizen involvement.

Application Overview Presented by: Ald. Paul Van Rooy

Managua, Nicaragua

Annual budget: \$159,650

Project Budget: \$8,000

Grant Request: \$1,000

Grant recommendation: \$447.67 (Points: 80.33)

Total recommendation: \$947.67

Project description: Funds will be used as small housing improvement loans through the rotating fund PROMEVI (Housing Improvement Project). This is a collaboration project between WI Coordinating Council on Nicaragua and a non-governmental housing organization called HABITAR based in Managua.

Reviewer comments: Noted that past projects were successful. The rotating fund seems to operate similarly to Habitat for Humanity.

Application Overviews by Ald. Tim Bruer

Mantova, Italy

Annual budget: \$10,000

Project Budget: \$5,000

Grant Request: \$1,000

Grant recommendation: \$425.38 (Points: 76.33)

Total recommendation: \$925.38

Project description: Lodging for band members of Dolcemente Complicate. Scheduled to perform and talk to high schools and middle schools in Madison and the UW.

Reviewer comments: Noted that this application was project specific. Project evaluation of past projects was thin – needed better evaluation numbers.

Application Overview Presented by: Ald. Tim Bruer

Obihiro, Japan

Annual budget: \$5,940

Project Budget: \$2,450

Grant Request: \$940

Grant recommendation: \$475.55 (Points: 85.33)

Total recommendation: \$975.55

Project description: Promote Business Delegation/Agricultural/Veterinary visit/exchange. Admission fees and meeting costs (Business/Agricultural/Vet Study), transportation costs, cultural presentations, board liability insurance, professional fees and consultation and miscellaneous expenses.

Reviewer comments: Noted that this was a model of a complete sister city application, very detailed. Good job of having equal relations with sister city. Excellent job on evaluations.

Application Overview Presented by: Ald. Lauren Cnare

Vilnius, Lithuania

Annual budget: \$2,500

Project Budget: \$2,000

Grant Request: \$1,000

Grant recommendation: \$446.00 (Points: 80)

Total recommendation: \$946.00

Project description: Promoting Lithuanian culture through the "Artists of Old Town" exhibit. Cost of transporting art from Appleton WI, insurance coverage for art in exhibit, publicity for exhibit (print, radio, newspaper), gallery space and opening reception and providing roundtrip transportation from Appleton and hosting eight Vilnius artists while visiting Madison.

Reviewer comments: Good application. Impressive magazine and books in library. Good use of World Dairy Expo connection. Liked the use of guest book evaluations.

Ald. Tim Bruer moved, seconded by Ald. Lauren Cnare to adjourn. Motion was approved. The meeting was adjourned at 6:01 p.m.