

**Minutes of the  
CCOC SISTER CITIES GRANT REVIEW SUBCOMMITTEE  
Friday January 28, 2005  
1:30 -2:40 p.m.  
Room 103A, City-County Building**

Members and Staff Attending: Ald. Brian Benford, Ald. Paul Van Rooy, Ald. Jean MacCubbin (chair), and Linda Lewis (Mayor's Office).

A quorum was present and Ald. MacCubbin, chair, opened the meeting at 1:12 p.m.

1. **Period of Public Comment:** None in attendance. (See below with regard to public testimony at CCOC.)
2. **Minutes of December 21, 2004** were referred by motion of Van Rooy/Benford, as the approval was not listed on the agenda.
3. **Process and Assignments:** MacCubbin provided a brief overview of the process. Each member was assigned 2-3 applications to present to all and a Q&A to follow. Then each member completed a scoring sheet for each application; Linda tallied the average for point count.
4. **Presentations and Recommendation of Grant Funding:** There were 8 annual reports and 8 applications for grant funding received by the deadline and meeting the requirements for the submittal of the annual report to be eligible for the competitive grant portion of the grant program.

**The following is a brief summary of the review:**

All applicants are eligible for the \$500 base level funding.

**Ainaro (EAST TMOR)** - Presented by Ald. Van Rooy

Annual Budget: \$7,500

Project Budget: \$2,000

Grant Request: \$750.

Grant recommendation: \$520 (Points: 80)

Project Description: Establish a community radio station and work with WORT here and during the planned tour; exchange of small articles from US to Ainaro, an area that is physically isolated and has low literacy rates; this will be their third delegation planned for July 2005.

Evaluation of 2004 Base Level and Grant Funding: Organized the 2nd delegation; activities centered on agricultural, youth, community center and women's small business project. The annual fundraiser, May Bike Tour and gathered pledges; support of agriculture program was very successful; now are distributing guides to the farmers and scholarships for training.

Comments/Questions for Representatives: This is one of the poorest counties that we have a sistering relationship with. It was not the most thorough application; it did not list the amount raised from the bike tour. Good to see they have moved beyond supplying seed and tools to educating the farmers. The new project, radio communications, is great knowing the lack of resources and language literacy.

**Camaguey (CUBA)** - Presented by Ald. Benford

Annual Budget: \$15,000

Project Budget: \$8,000

Grant Request: \$1,000

Grant recommendation: \$600.00 (Points: 93)

Project Description: Due to travel restrictions in the last few years, the organization has partnered with WMP, Wisconsin Medical Project, that has a different travel permit and is able to ship the medical supplies; last year and this year the group intends to gather and pack a 40 foot cargo container to head to Camaguey. The funds will be solely for the shipping of the container.

Evaluation of 2004 Base Level and Grant Funding: Again unable to travel in 2004; will use the funds for carryover for 2005; the project last year involved a 40-foot container of medical supplies; there was a small delegation to help celebrate the 10th anniversary of the sistering relationship in May of 2004.

Comments/Questions for Representatives: Good to seek out a partner to maintain the medical supply program and continue to carry out their mission.

**Cusco (PERU)** - Presented by Ald. MacCubbin

Annual Budget: \$3000

Project Budget: \$1000

Grant Request: \$1000

Grant recommendation: \$480.00 (Points: 74)

Project Description: Plan a trip to Cusco to celebrate the signing of the sistering relationship; plan a celebration here in Madison with a delegation of a shaman and an ambassador.

Evaluation of 2004 Base Level and Grant Funding: None; 2004 was the year that the Council approved the establishment of the sister city.

Comments/Questions for Representatives: Newest Sister City; not eligible for funding in 2004, application very brief; need more information on plane community outreach beyond those involved in Centro Hispano. Need more information on how many people will travel from Madison and the source of other funds.

**Frieburg (GERMANY)** - Presented by Ald. Van Rooy

Annual Budget: \$6322

Project Budget: \$2500

Grant Request: \$1000

Grant recommendation: \$575 (Points: 89)

Project Description: Will host the Frieburg Fair on State Street in Aug. 2005; will continue the youth exchange with hosting 2 students; will have a string orchestra visit and play at the Fair. The Fair will provide the means to publicize the planning tour for 2006; also will present a new photo exhibit, Faces of Frieburg as well as an energy exhibit.

Evaluation of 2004 Base Level and Grant Funding: Used the base level amount for newsletter and outreach; hosted the photo exhibit, Inside/Outside in the MMB with photos from Frieburg; hosted Frieburgers to come to Madison for the opening of the Overture Center.

Comments/Questions for Representatives: Was established in 1988. Very pleased with the amount of outreach and inclusiveness of the Madison Community. The Fair projects a great undertaking! Should be a great public event.

**Managua (NICARAGUA)** - Presented by Ald. Benford

Annual Budget: \$110,000

Project Budget: \$10,000

Grant Request: \$1,000

Grant recommendation: \$640 (Points: 99)

Project Description: Rotating fund for HABITAR, a domestic sewage system program for 25 households; expect to raise \$10,000 to reach approx. 250 individuals; will continue to Celebrate International Women's Day and Solidarity Day in Latin America with hosting speakers to come to Madison. Also will host the head of HABITAR.

Evaluation of 2004 Base Level and Grant Funding: Celebrated their 20th anniversary in 2004; established this relationship nationally as well as in Nicaragua.

Comments/Questions for Representatives: Events have had tremendous outreach and media attention here in Madison. Project to work on some needs as basic as plumbing is very powerful.

**Mantova (ITALY)** - Presented by Ald. MacCubbin

Annual Budget: \$5000

Project Budget: \$5000

Grant Request: \$1000

Grant recommendation: \$540 (Points: 83)

Project Description: Two trips to Mantova are planned. One with UW professor regarding lake reclamation and the other a continuance of their SLOW Food Project.

Evaluation of 2004 Base Level and Grant Funding: Lead a delegation in early 2005 with Mayor Dave and another trio regarding business pursuit in May of 2004.

Comments/Questions for Representatives: Application very brief. Need to know how other funds are raised; are their other grants, etc.

**Obihiro (JAPAN)** - Presented by Ald. Van Rooy

*MacCubbin disclosed that she is an advisor to the Madison-Obihiro Sister City and did not attend meetings where the grant applications were discussed.*

Annual Budget: \$3725

Project Budget: \$3725

Grant Request: \$1000

Grant recommendation: \$585 (Points: 90)

Project Description: Plan another mental health exchange as in 2004; also expect to have a Japanese delegation come to Madison for World Dairy Expo; begin a youth pen pal exchange in late fall; and begin establishing a resource sharing with regard to bio-mass and recycling with UW College of Engineering. Again will participate in Celebrate Madison.

Evaluation of 2004 Base Level and Grant Funding: Newly established in 2004; many successes; had a delegation of 14-16 mental health professionals visit Madison for about a week for an exchange; home visits, varied topics regarding community based health profession. Now are incorporated and are able to fundraise. Established fund for exchange; will work with Rotary here and in Japan.

Comments/Questions for Representatives: Application did not break down the expenses for \$1000 request.

**Vilnius (LITHUANIA)** - Presented by Ald. MacCubbin

Annual Budget: \$3000

Project Budget: \$2000

Grant Request: \$1000

Grant recommendation: \$560 (Points: 86)

Project Description: Projects expected are the creation of an informational poster, a photo exhibit and honoraria for speakers, all to take place at the Central Library here in Madison; very involved in Rotary International and partnerships for a musical event this spring.

Evaluation of 2004 Base Level and Grant Funding: Held two free music concerts and Lithuanian dancers here and then traveled to Chicago; They continue to provide support for the orphanage and the Child's Learning Center.

Comments/Questions for Representatives: Vilnius is, like Madison is the capital city. Established in 1989. Little information regarding the number of members and board, etc.

6. **Scoring, Consideration and Funding Recommendations:** The scenario used in the past was again proposed— to determine a per point amount from the average points scored and recommend funding on a per point basis; which was determined to be ~\$6.50/point.

MOTION by Benford/Van Rooy: The subcommittee recommended to base their funding amounts on a per point basis of about \$6.50 each. Motion passed.

MOTION by Van Rooy/Benford: the subcommittee to recommend to the CCOC the grant allocation amounts as listed in the summary and the table attached to the final report.

7. **Next Steps.** MacCubbin will work with Lisa Veldran to place the recommending on the CCOC agenda and then draft the resolution for referral to BOE and the Council. The members again thanked Linda Lewis for all of her assistance. The subcommittee will meet again to brainstorm the process for initial application as a sister city resulting in a resolution before the council; Linda has provided that date to the SC representatives
8. **Adjourn:** Motion to adjourn at 3:35 p.m. by Benford/Van Rooy. Motion passed unanimously.

Recorder: Ald. Jean MacCubbin, Chair