



**UPPER WILLAMETTE**  
SOIL & WATER CONSERVATION DISTRICT

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## **Program and Grant Development Committee Meeting Minutes – Draft**

Tuesday, December 12<sup>th</sup>, 2023, 9:00 am

This meeting was held virtually via zoom.

**Members Present:** Al Hrynyshyn, Lily Leitermann, Mary Durfee, Meridith McClure, Victoria Fischella, Karl Morgenstern, Jared Pruch (7/7; quorum reached)

**Staff Present:**

**Others Present:** Sydney Nilan

1. Call meeting to order: Meeting was called to order at 9:00am by Al Hrynyshyn.
  - a. Review agenda: no additions made.
2. Review last meeting minutes: Mr. Hrynyshyn asked if there were any amendments to the last meetings minutes (September 2023) hearing one from Jared with a request to change the comments on the Discussion section from Sydney to Jared, Leslie Owens let the group know she made the changes, and the minutes were reviewed and approved as amended.
3. Discussions:
  - a. Remainder of Fiscal Year 2024
    - i. Farmer's Market Grant Program
      1. Proposed Change: Expanding eligibility to include "Food Hubs"
        - a. Food Hubs: similar concept to a farmers' market,
          - i. Ex: Lane County Bounty, (like Instacart but for locally grown food)
          - ii. Ex: Willamette Farm & Food Coalition's: Fill Your Pantry Event
        2. Jared answered questions:
          - a. Would this include things like CSA's?
          - b. No
          - c. Has Lane County Bounty expressed interest in being involved in this program?
          - d. Hadn't mentioned it yet, wanted to wait until we discussed it at this meeting.
      - ii. The committee has an informal vote in favor of expanding the Farmer's Market eligibility to include "Food Hubs".
      - iii. Environmental Education Grants
        1. \$38k remaining in allocated funds for FY 2024
        2. Proposed to use these funds for an Environmental Education Pilot Program for FY 2024
      - iv. Small Grant Projects (\$38k remaining)
        1. Proposed to use these funds for a Small Grant Project Pilot Program for FY 2024
        2. Committee was in favor of using these funds for pilot programs for both categories of remaining funds.

- b. Transitional Notes for Fiscal Year 2024 & Fiscal Year 2025
  - i. General reminder that many of these short term contracts will be renewing in the coming year.
    - 1. Discussed the possibility of more flexible release of funds requests, specific to grants that involve prescribed burns & the difficulty to accurately predict when approved burn windows become available.
    - 2. The committee discussed the possibility of proposing grant extensions, for burn related grants, in the event of no burns being approved during the lifetime of the grant agreement.
    - 1. \$38k in the Partner Collaboration Fund & \$212K in the Natural Resources budget and how we would like to proceed forward in using these allocated funds.
  - ii. These funds are remaining due to UWSWCD not having a competitive RFP for these funds. These funds are remaining due to UWSWCD departments still settling into their growth post tax-base.
    - 2. Committee members discussed various forms of how remaining funds could be allocated or used for future projects. Examples included: “Matching Funds for Large Grant Application Leveraging” “UWSWCD Internal Conservation & Restoration Grant Program”, “Holiday Farm Fire Direct Financial Assistance Program”, etc.
- c. Fiscal Year 2025 Grant Program Proposals
  - iii. The committee discussed various ways the Award Sizes could be shifted to be the most beneficial and effective to get out to public entities, non-profits, etc.
  - iv. The committee will revisit the proposed open solicitation grant process.
  - v. Jared gave an example of how these funds could be used:
    - 1. To provide local watershed councils with more consistent funding due to their lack of funding.
  - vi. Andy expressed his support of this program’s concept but asked if this could be perceived by the public as UWSWCD using public tax dollars, as funding local or favorable non-profits. Andy had requested this proposal be more detailed to showcase the exact ways that this program would allow for organizations to be using these funds.
- 4. No public present for comments.
- 5. Next meeting decision: The committee decided to schedule the next meeting for January 17<sup>th</sup>, 2024, at 9:30 AM.
- 6. Meeting Adjourned: Meeting was adjourned at **10:27** am.

*All supporting documents mentioned in the minutes are a part of the official record and are available upon request. Please contact the office at [admin@uwsxcd.org](mailto:admin@uwsxcd.org) to request copies.*

**Committee voting members:**

*Al Hrynyshyn – Chair  
Lily Leitermann  
Mary Durfee  
Meridith McClure  
Victoria Fischella  
Karl Morgenstern  
Jared Pruch*