

MEETING AGENDA



MEETING **Grants Allocation Panel Orientation Session**

DATE Wednesday, October 7, 2015

LOCATION City Hall, room #B

TIME 5pm – 8pm

AGENDA ITEMS

ITEM #	DESCRIPTION
1	Welcome & introductions
2	Grants program background
3	Terms of reference
4	Privacy and conflict of interest
5	Grants policy
6	Application cover letter, form & guidance sheet
7	Application assessment and allocations
8	Year-end reporting
9	Timelines and process
10	Selection of Panel Chair & Vice-Chair
11	Next meeting dates: <ul style="list-style-type: none">▪ Wed, Oct 21▪ Wed, Nov 4▪ Mon, Nov 16▪ Mon, Nov 23▪ Wed, Nov 25▪ Mon, Nov 30▪ Wed, Dec 2▪ Mon, Dec 7▪ Wed, Dec 9▪ Mon, Dec 14▪ Wed, Dec 16▪ Wed, Jan 27▪ Wed, Feb 10