

Excellence in Extension Teleconference

Monday, November 22nd, 2010

2:30 p.m.

Attendance: Terry Janssen, Bill Bogue, Mary Holz-Clause, Chris Fahey, Jeff Mohr, Judy Levings, Mary Foley Balvanz

Grant Eligibility

The teleconference attendees discussed who was eligible for EIE grants. It was mentioned that there is a need to the application meet program goals and accountability. The consensus of those on the teleconference was that since ISU Extension is funded through Federal, State and County dollars and have not made that distinction in the past. We will look at having the application signed by possibly up to 2 of the following: council chair, Regional Specialist, Program Director and Regional Extension Director.

Review of Grants and Budget

Bill Bogue discussed what he had sent out earlier as possible grant expenditures. One application met the September deadline. We extended fall deadline to November 1 and reminded applicants at the 2010 Annual Conference. Since the conference, several more applications have been sent in.

Bill Bogue's report:

\$35,000 ~ carry-over balance July 2011

\$5,750~ in awards / spring 2010

\$11,000~ in projected earnings for FY 12 spending allocation from EIE endowment

\$40,000 ~ projected ending balance for June 2011

Discussion : \$10,000-\$12,000 recommended in awards for this fiscal year (\$6,000 in spring and fall) and up to \$10,000 for Herb Howell.

Mary Holz-Clause stated that in light of our current situation, it might be better to be more conservative with our carryover.

Need to include program priorities, focus and direction for applicants. Quick turn-around for answers back to fall applicants by December 1

By-laws state: quorum is not needed for proposal decision-making. A quorum is needed for passing annual budget

Terry is forwarding an additional grant proposal out to the EIE board. Terry mentioned there is a grant application scoring sheet to be used to assess grant applications. The score sheet is located on the EIE website on the Extension website: www.extension.iastate.edu/eie/. Then, look under grants section.

Bill Bogue had mentioned that it would be helpful to have an understanding of ISUE priorities and to know if the current applications are looking at filling funding losses through these grants. He also mentioned that there were no applications for the Marvin Anderson grant.

Proposed Budgets for July 1, 2010 through June 30, 2011

(Taken from September Notes – Bill Bogue proposed)

Excellence in Extension Cash to Spend through June 30, 2011

Income

\$35,148	Current cash balance (July 31, 2010)
<u>\$10,722</u>	Projecting earnings allocation for Exc In Ext Endowment by ISU Foundation for 2010-11
\$45,870	Total amount available for 2010-11

Expenditures

\$0	Outstanding commitments from previous years -- none that I can confirm
<u>\$5,750</u>	Award commitments made by Board on April 2, 2010
\$5,750	
\$10,250	Additional commitments that might be made for 2010-11
\$29,870	Projected balance at end of year

Marvin Anderson Cash to Spend through June 30, 2011

Income

\$3,812	Current cash balance (July 31, 2010)
<u>\$1,425</u>	Projecting earnings allocation from M Anderson Endowment by ISU Foundation for 2010-11
\$5,237	Total amount available for 2010-11

Expenditures

\$0	Outstanding commitments from previous years -- none that I can confirm
<u>\$0</u>	Award commitments made by Board on April 2, 2010
\$0	
\$2,000	Additional commitments that might be made for 2010-11
\$3,237	Projected balance at end of year

Update on Spring Grant Recipients

Terry stated that he would send a reminder to Jay Staker, Mitch Hoyer and Brenda Allen reminding them of their Excellence in Extension awards and the timeline in accessing the funds. Deadline for final report is May, 2011.

Herb Howell Grant

Information and publicity to be sent out by December. Marvin Anderson Excellence in Extension Graduate Scholarship should be publicized as well.

Board Positions to Fill

Terry to work on sourcing a retiree and Judy to work on sourcing a person for Central Iowa. Need to revise by-laws to reflect the new Extension structure. Maybe someone with marketing background.

- Kendra Crooks (NE Area) – resigned because of additional responsibilities
- CIRAS – Jeff Mohr
- Communications or CECS – Chris Johnsen
- Ag. Representative ?
- Communities ?
- Open (SW)
- Open (Central)
- Second Retiree

Excellence in Extension Auction

Auction netted \$1,746. Thanks for all your support. Need to work on Marketing of materials and gifts to EIE.

Other Discussion

Judy mentioned that it is hard to get everyone for a face-to-face meeting so we really need to look at scheduling well in advance. Maybe look at a Connect. Chris mentioned using the EIE Share Point site as a tool or Google Docks for those not on the ISU network.

There will discussion and consensus that we would use the lower portion of the grant application form and give a score of up to 5 points each for the following criteria. Maximum total would be 36 points.

- Problem statement
- Need and how determined
- Proposed objectives – states outcomes
- Method for achieving objectives
- Evaluation plan including project benefit/impact
- Budget – provide other sources of support including personal commitment

Comments/recommendations would also be encouraged by the reviewers.