



## **CBGN Working Group Minutes – June 8, 2005**

Joseph Macknis Memorial Conference Room, Chesapeake Bay Restoration Center  
Chesapeake Bay Program Office, 410 Severn Avenue, Annapolis MD 21403

### **Participating:**

Lee Epstein, Lisa Gutierrez, Marci Ross, Elizabeth Hughes, Robert Pickett, Robert Carter, Bob Munson, Lynn Bostain, Melanie Teems, Chris Conner, John Davy, Maria Vonderheid, Bob Campbell, Jonathan Doherty, Rod Torrez, Cheryl Branagan, Catherine Mueller, Skip Meehan, David Lange

The meeting convened at 9:00 AM.

This meeting was the 2005 CBGN grant review session by the Working Group. Prior to the meeting, Working Group members read and rated all thirty-six applications and provided their individual rating scores to NPS staff. NPS staff entered all Working Group rating scores and produced a consolidated summary initial rating for each application. NPS staff also carried out a detailed review of each proposal, completing a budget analysis checklist, and assessing eligibility of each application. Working Group members received a packet including summary initial rating and comments, issues, and funding options for each application.

At the June 8 Working Group grant members and NPS staff jointly reviewed each application, considering the initial summary rating, NPS staff analysis, and discussion points noted during the meeting to form a recommendation on each application. The recommendations addressed whether or not the application merited funding, the appropriate funding level, and modifications to the proposal's scope of work or budget.

The Working Group recommended full or partial funding of twenty-eight of the thirty-six applications, totaling approximately \$1.6 million of the requested \$2.3 million. Members also recommended follow-up discussions with several applicants prior to determining final funding levels.

The meeting adjourned at 3:30 PM.



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