

Lessard-Sams Outdoor Heritage Council

MEMO: **Agenda Item #8**

DATE: September 29, 2016

SUBJECT: LSOHC Allocation Process Guidelines

PRESENTER: LSOHC Staff

Suggested Motion:

Move to approve the LSOHC Allocation Process Guidelines as amended.

No motion by the council forwards the use of the original guidelines as adopted by the council on August 24, 2016.

Background:

Staff, after conferring with House and Senate staff, suggests some edits to the language of the LSOHC Allocation Process Guidelines for clarity and procedural reasons.

Proposed edits are presented via strike-out and underline on the attached copy of the guidelines document.

Attachments: LSOHC Allocation Process Guidelines document – strike-out & underline

Proposed changes indicated via strikeout and underline:

Lessard-Sams Outdoor Heritage Council Allocation Process Guidelines

Adopted by the council on 8/24/16

- 1) Members fill out allocation spreadsheets and submit to staff by ~~September 9th~~ the annual deadline. ~~No~~ Allocations should not be made under the cutoff for direct funding (\$400,000 – under this and it is eligible for CPL funding). Allocations ~~may~~ should be zero or above \$400,000, but ~~may~~ should not exceed the request amount.
- 2) Staff collects and prepares the information showing both individual and collective funding recommendations. The collective information shows both the individual member allocations, the average member allocation amounts and the number of members recommending funding.
- 3) ~~Both spreadsheets are~~ This information is distributed to members no later than 3 days before the meeting at which the council will determine the initial allocations. The information will simultaneously be made available to the public via the Lessard-Sams Outdoor Heritage Council (LSOHC) website.
- 4) The Chair's Proposal is distributed to members indicating the average allocation to programs with 9 or more members recommending funding as an initial start to discussion. The average member recommendation for all proposals should be presented along with the mode of allocations for each proposal.
- 5) The council will then discuss the projects. ~~"above the line" without any motions to change an allocation up or down based on the discussion.~~ The discussion could ~~be about~~ include the need to fully fund, limit funding to a lower level than the average, restrict funding to a specific part of any request, etc.
- 6) Once that discussion is concluded, the council will open discussion on other projects. These discussions would be to better understand different perspectives of council members.
- 7) Allocations will then proceed as determined by the council at that time.