



**TOWN OF LOS GATOS**  
**DEI COMMISSION AGENDA REPORT**

MEETING DATE: 04/11/2024

ITEM NO: 4

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DATE: April 7, 2024  
TO: Diversity, Equity, and Inclusion Commission  
FROM: Ryan Baker, Library Director  
SUBJECT: Make Recommendations to Aspects of the Town's Community Grant Program  
Pertaining to the Scoring Rubric and the Number of Grant Readers

**RECOMMENDATION:**

Make recommendations to aspects of the Town's Community Grant Program pertaining to the scoring rubric and the number of grant readers.

**BACKGROUND:**

The Town of Los Gatos has been awarding grants since 1992 to support non-profit community groups working toward the benefit of Los Gatos residents. In February 2020, the Town Council approved revisions to the Community Grant program which had been recommended by Town staff, working in conjunction with the Arts and Culture Commission (ACC) and the Community Health and Senior Services Commission (CHSSC), to streamline the application process, change budgetary workflow, and adopt a standardized rubric for ranking grant applicants.

Community Grants are broken into three categories: Sustaining Grants which are awarded annually to four selected human service organizations (Live Oak Nutrition, Next Door Solutions to Domestic Violence, Counseling and Support Services for Youth, and West Valley Community Services); Innovation Grants for individual community members (which are recommended to be removed this year to redirect more funding to non-profits); and One-Time Community Grants for non-profit organizations. The latter category is open to any non-profit organization in an annual competitive application process with the intention of supporting a program or service in the areas of Community Vitality, Events, Human Services, Arts, or Education for the Los Gatos community.

Grant applications are read and ranked by a joint subcommittee consisting of two members of the ACC and two members of the CHSSC.

**PREPARED BY:** Ryan Baker  
Library Director

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DISCUSSION:

The DEIC will be looking at some of the components of the competitive One-Time Community Grants for non-profits. Staff would appreciate recommendations on the following:

1. The DEI component of the scoring rubric was added by staff per Council direction beginning in the FY23-24 grant cycle. The DEIC should consider if changes to the rubric are recommended to better address the DEI criteria component.
2. The DEIC should consider if it would be appropriate to annually select a member of the Commission (who does not jointly serve on the ACC or the CHSSC) to participate in the grant reading panel. This would increase the number of grant readers from four to five.

Any changes recommended by the DEIC would be considered by the Town Council prior to the FY24-25 community grant cycle.

Attachment 2 contains comments from a Commissioner for consideration.

Attachments:

1. Community Grant Scoring Rubric
2. Commissioner Comments