MWTP SC
Agenda March 13th, 2024

1. Introductions and agenda (5 min)
    a. New Agenda Topics?
    b. Approve notes 2/14/24 - **Approved**
    c. Assign Notetaker for today - **Kylie**
    d. Attendance:
        i. **Ken McDonald**
        ii. **Robin Graham**
        iii. **Kylie Paul**
        iv. **Dwane Kailey**
        v. **Tom Martin**
        vi. **Deb Wambach**
        vii. **Blakeley Adkins**
        viii. **Shane Talley**

2. Application/Guidance Review and Revisions
    a. Funding – budget worksheet – emails sent to be posted – **test new version/ pw lock**
    b. Section V – review and revision to funding guidance – **PIT to revise process/guidance**
    c. Section VI – all guidance needs to be simplified and revised – all subsections **(DK, TM, DW – 2 weeks)**
        i. qualification of what is required in VI.a. to move an app forward (score well)
    d. Change Scoring metrics – **Deb to modify to 0-5, define scale**
        i. Point allocations between sections – MSWP to elaborate
    e. Timeframe – ahead of May cycle?

3. PIT-Crew to draft Phase 3 GO Letter – **draft on Teams – edit by EOB 3/15**
    a. Approval by SC at 3/13
    b. SC send to applicant by 3/19
    c. Phase 3 process guidance to be drafted and sent with the GO letter – **DK to draft**

4. MOLF notes & Dwane update for framework.
    a. Define roles and limitations of each entity
        i. MDT – LOA, 3rd party agreement, const of project
        ii. MSWP – MOLF and donors
    b. SC Review of Dwane Framework modifications
        i. Decision making process for statewide fund pool allocation to projects
    c. Letter of Agreement w/ MOLF
    d. MSWP formalize funding pool conversations with MOLF
        i. MOLF/MSWP to allocate funds to project and inform MDT
        ii. KP to schedule SC/MOLF meeting after draft of LOA

5. Future WCPP Project Applications (KP)
    a. How does MDT help support advance projects to be able to apply for WCPP funding?
    b. whether/when/how people (via a local government or other eligible entity) can apply to WCPP funds if haven't yet gone through MTWP PP process...

c. KP to elaborate

6. Next Meetings: (10 minutes)
    a. Schedule Application Review and Scoring meetings, etc. for November cycle
        i. *Go/No Go (12/20 – Done)*
        ii. *SC/PIT Notify Applicants (12/27 –)* ***Done***
        iii. *PIT Crew circulate for staff review (1/3 –)* ***Done***
        iv. *Staff Review (1/3-2/2 –)* ***Done***
        v. *PIT Crew collate comments and provide to SC members (2/16 –****Done***
        vi. *SC member independent scoring – schedule your own* ***Done***
        vii. *Entity meeting to reach consensus – schedule your own* ***Done***
        viii. *Project Consensus Scoring and Classification (3/4 @ 9am)* ***Done***
        ix. *Placeholder/If Needed Meetings (3/6 @ 10am)* ***Not needed***
        x. SC/PIT notify applicants Go/No Go Feasibility Study (3/19)
        xi. Feasibility Study Phase – MDT Lead
        xii. Future Working Meetings (2/14, 3/13 @ 10am) – Doodle Poll in agenda distribution email
        xiii. Schedule for Communications Plan & Schedule of Deliverables
            (1) Tom action item Agenda #7
    b. Begin May 2024 cycle prep
        i. Check Schedule of Deliverables – make any adjustments?
        ii. Schedule meetings

7. Communication Plan – May 2024 Cycle (DW, TM 10 minutes)
    a. Need to update plan after November cycle to V3.0 – *Teams* – dates for May cycle (TM)
        i. Updates only to include changes in the dates of outreach to public
        ii. New pdf of plan to be saved new version and posted to website.
        iii. TM to make changes and post for review
    b. Website message to change pending email – ST
        i. Application Cycles open annually in the month of May and November
    c. Outreach to prospective applicants – May
    d. May cycle press releases
    e. Add item to plan about announcing successful projects advancing to Phase 3

8. Public Outreach on Planning Tool and Partnership in general (KP, MSWP)
    a. What outreach is currently being conducted?
    b. MDT/FWP outreach other than call-out for applications?
    c. Anything directly in response to EQC?
    d. What is goal of listserv and getting more people on it?
        i. Desire to share other types of information?

9. Schedule of deliverables – Tom to keep updated and share as regular agenda item (TM 10 min)
    a. November 2023 – May 2024
    b. May 2024 – November 2024
    c. MDT – Feasibility Study for selected projects

10. Recent Colorado Summit #2 update (KP) (10 minutes)
    a. What does Partnership and Program success look like after the November cycle? (KP, All)
        i. Does the Partnership need to identify and plan for other goals, benefits, needs beyond the Project Program?
    b. Next MT Summit
        i. Interim mini-Summit?
        ii. Next full Summit