



**FALLBROOK PUBLIC UTILITY DISTRICT  
MEETING OF THE COMMUNITY BENEFIT PROGRAM COMMITTEE**

**AGENDA**

**MONDAY, MAY 8, 2023  
10:00 A.M.**

**FALLBROOK PUBLIC UTILITY DISTRICT  
990 E. MISSION RD., FALLBROOK, CA 92028  
PHONE: (760) 728-1125**

**THIS MEETING WILL BE HELD AT THE ABOVE DATE, TIME, AND LOCATION AND MEMBERS OF THE PUBLIC MAY ATTEND IN PERSON AT THE DISTRICT OFFICE LOCATED AT 990 E. MISSION RD., FALLBROOK, CA 92028. FOR THE CONVENIENCE OF MEMBERS OF THE PUBLIC WHO DO NOT WISH TO ATTEND IN PERSON, FALLBROOK PUBLIC UTILITY DISTRICT PROVIDES A MEANS TO OBSERVE AND PROVIDE PUBLIC COMMENTS AT THE MEETING VIA WEB CONFERENCE USING THE BELOW CALL-IN AND WEBLINK INFORMATION. PLEASE NOTE THAT IN THE EVENT OF TECHNICAL ISSUES THAT DISRUPT THE ABILITY OF MEMBERS OF THE PUBLIC TO VIEW THE MEETING OR PROVIDE PUBLIC COMMENTS THROUGH THE WEB CONFERENCE OPTION, THE MEETING WILL CONTINUE.**

**Join Zoom Meeting**

<https://us06web.zoom.us/j/89613951789?pwd=TVplRnZQOG8xbWZuS1NpTkRyZlZDZz09>

**MEETING ID: 896 1395 1789**

**AUDIO PASSCODE: 651423**

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**PUBLIC COMMENTS:** Members of the public may submit public comments and comments on agenda items in one of the following ways:

**SUBMIT COMMENTS BEFORE THE MEETING:**

- By emailing to our Board Secretary at [leckert@fpud.com](mailto:leckert@fpud.com)
- By mailing to the District Offices at 990 E. Mission Rd., Fallbrook, CA 92028
- By depositing them in the District's Payment Drop Box located at 990 E. Mission Rd., Fallbrook, CA 92028

All comments submitted before the meeting by whatever means must be received at least 1 hour in advance of the meeting. All comments will be read to the Committee during the appropriate portion of the meeting. Please keep any written comments to 3 minutes.

**REMOTELY MAKE COMMENTS DURING THE MEETING:** The Committee Chair will inquire prior to Committee discussion if there are any comments from the public on each item.

- Via Zoom Webinar go to the "Participants List," hover over your name and click on "raise hand." This will notify the moderator that you wish to speak during oral communication or during a specific item on the agenda.
- Via phone, you can raise your hand by pressing \*9 to notify the moderator that you wish to speak during the current item.

**MAKE IN-PERSON COMMENTS DURING THE MEETING:** The Committee Chair will inquire prior to Committee discussion if there are any comments from the public on each item, at which time members of the public attending in person may make comments.

**THESE PUBLIC COMMENT PROCEDURES SUPERSEDE THE DISTRICT'S STANDARD PUBLIC COMMENT POLICIES AND PROCEDURES TO THE CONTRARY.**

*If you have a disability and need an accommodation to participate in the meeting, please call the Board Secretary at (760) 999-2704 for assistance.*

**I. PRELIMINARY FUNCTIONS**

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

ADDITIONS TO AGENDA PER GC § 54954.2(b)

APPROVAL OF AGENDA

PUBLIC COMMENT

*Members of the public are invited to address the Committee on any item that is within the subject matter jurisdiction of the legislative body. The Committee Chair may limit comments to three (3) minutes.*

**II. APPROVAL OF MINUTES ----- (ITEM A)**

A. APRIL 10, 2023 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING

**III. WORKING GROUP REPORTS .....(ITEMS B–E)**

B. ADMINISTRATIVE FUNCTION WORKGROUP  
1. General Update  
2. Discussion Item:  
a. Fallbrook Public Utility District’s Community Benefit Program (FPUD CBP) Operating Guidelines Draft 2 (ITEM B)

C. PROPOSAL DEVELOPMENT WORKGROUP  
1. General Update  
2. Voting Items (updated from last meeting):  
a. FPUD CBP Application (ITEM C)  
b. FPUD CBP Information Sheet/Application Guidelines (ITEM D)  
3. Discussion Items:  
a. Scoring Rubric (ITEM E)  
b. Rubric Score Card (ITEM F)

D. PUBLIC OUTREACH

E. NEW BUSINESS

**IV. ADJOURNMENT OF MEETING – Next meeting June 12, 2023 at 10:00 a.m.**

\* \* \* \* \*

### DECLARATION OF POSTING

I, Lauren Eckert, Executive Assistant/Board Secretary of the Fallbrook Public Utility District, do hereby declare that I posted a copy of the foregoing agenda in the glass case at the entrance of the District Office located at 990 East Mission Road, Fallbrook, California, at least 72 hours prior to the meeting in accordance with Government Code § 54954.2.

I, Lauren Eckert, further declare under penalty of perjury and under the laws of the State of California that the foregoing is true and correct.

May 3, 2023  
Dated / Fallbrook, CA

/s/ Lauren Eckert  
Executive Assistant/Board Secretary

**Item A**  
**Minutes from the April 10, 2023 Community Benefit Program**  
**Committee Meeting**



**FALLBROOK PUBLIC UTILITY DISTRICT  
COMMUNITY BENEFIT PROGRAM COMMITTEE**

**MINUTES**

**MONDAY, APRIL 10, 2023  
10:00 A.M.**

**FALLBROOK PUBLIC UTILITY DISTRICT  
990 E. MISSION RD., FALLBROOK, CA 92028  
PHONE: (760) 728-1125**

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**I. PRELIMINARY FUNCTIONS**

**CALL TO ORDER / ROLL CALL / ESTABLISH A QUORUM**

Committee Chair Mendelson called the Fallbrook Public Utility District's Community Benefit Program ("FPUD CBP") Committee meeting to order at 10:00 a.m.

A quorum was established and attendance was as follows:

**Committee Members**

**Present:** Jim Mendelson, Chair  
Elana Sterling, Vice Chair  
Anna Marchand, Secretary, via teleconference location pursuant to  
Government Code Section 54954  
Lila Hargrove  
Jerry Kalman  
Leticia Maldonado/Stamos  
Rosie Redmond

**Absent:** None

**District Staff**

**Present:** Jack Bebee, General Manager  
Noelle Denke, Public Affairs Specialist  
Lauren Eckert, Executive Assistant/Board Secretary

Also present were others, including, but not limited to four members of the public attending personally and remotely.

**PLEDGE OF ALLEGIANCE**

Committee Member Redman led the Pledge of Allegiance.

**ADDITIONS TO AGENDA PER Government Code § 54954.2(b) - None**

**APPROVAL OF AGENDA**

**MOTION:** Committee Member Kalman moved to approve the agenda, as published; Committee Vice Chair Sterling seconded. A roll call vote commenced and the motion passed. **VOTE:**

**AYES:** Unanimous  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

**PUBLIC COMMENT**

*Members of the public are invited to address the Committee on any item that is within the subject matter jurisdiction of the legislative body. The Committee Chair may limit comments to three (3) minutes.*

A written statement was submitted to the FPUD CBP on April 9, 2023, from Mr. Luther Ballou, who was not present for the Committee meeting. Chair Mendelson read the written statement aloud. Mr. Ballou seeks a reversal of the allocated funds. A copy of the statement is attached hereto as Attachment "A."

**II. APPROVAL OF MINUTES ----- (ITEM A)**

**A. MARCH 13, 2023 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING**

**MOTION:** Committee Vice Chair Sterling moved to approve the March 13, 2023 FPUD CBP Committee Meeting minutes, as presented; Committee Member Kalman seconded. A roll call vote commenced and the motion passed. **VOTE:**

**AYES:** Unanimous  
**NOES:** None  
**ABSTAIN:** None  
**ABSENT:** None

**III. WORKGROUP REPORTS ..... (ITEMS B-C)**

**B. ADMINISTRATIVE FUNCTION WORKGROUP**

**1. Mission and Vision Statements**

Workgroup Chair Marchand led a discussion of the proposed Mission and Vision Statements and explained the current proposal includes revisions suggested during the March 2023 regular meeting. She also suggested further changes could be made to version 3.5 (See Agenda Package at page 19) to include consideration of the *Mission Statement Recommendation from Committee*

Member included at page 21 of the meeting agenda package. Specifically, Workgroup Chair Marchand proposed the following sentence be added to the Vision Statement:

*The committee will ensure proper use of funds and validate the completion of approved projects.*

Further discussion addressed FUPD CBP’s oversight of projects.

MOTION: Committee Member Hargrove moved to approve the FUPD CBP Mission Statement as presented and the Vision Statement, as presented with the additional sentence set forth above; Committee Member Maldonado/Stamos seconded the motion. A roll call vote commenced and the motion passed. VOTE:

AYES: Unanimous  
NOES: None  
ABSTAIN: None  
ABSENT: None

The approved Mission Statement and Vision Statement are attached hereto as Attachment B.

2. Proposed Community Benefit Program Committee Operating Guidelines

This item was tabled. The document, attached at pages 23-24 of the agenda package, was not a complete document intended for publication to the committee. An updated draft will be provided for consideration.

C. PROPOSAL DEVELOPMENT WORKGROUP

1. Draft Community Benefit Program Application

Workgroup Chair Hargrove presented the draft application explaining that the application will be available online. Discussion ensued about the proposed draft. Discussion centered on the addition of the approved Mission and Vision Statements, a grammatical edit, a revision broadening language so that limitations did not preclude organizations on basis of incorporation status from applying for funding and that the term, activity, be removed from the document.

MOTION: Committee Vice Chair Sterling moved to approve the FUPD CBP Program Application as presented with the discussed revisions; Committee Member Redmond seconded the motion. A roll call vote commenced and the motion passed. VOTE:

AYES: Unanimous  
NOES: None  
ABSTAIN: None

ABSENT: None

2. Application Guidelines

Workgroup Chair Hargrove presented the draft application guidelines. Discussion resulted in agreement that the Mission and Vision Statements can replace a portion of the language at the beginning of the document. Discussion ensued about the methods to communicate the management of individual project proposals. Marketing and social media will likely be a means explaining that funding will be provided to qualifying organizations. The topic was tabled.

3. CBP Grant Agreement

Discussion ensued about the method for recourse in the event an award of funding was not properly utilized by a qualifying organization. General Manager Bebee explained additional language is being drafted to address this issue. Further suggestions included the title of the document reference funding instead of Grant and that the FPUD CBP be mentioned as a matter of explaining the Committee’s role in the process. The document will undergo further revision.

4. Scoring Rubric

This item was tabled. The document, attached at page 39 of the agenda packet, was not a complete document intended for publication to the Committee. An updated draft will be provided for consideration.

**IV. ACTION / DISCUSSION----- (ITEMS D–E)**

D. PUBLIC OUTREACH – No Report

E. NEW BUSINESS

Committee Member Maldonado/Stamos inquired about responding to public comments. General Manager Bebee explained that he had responded to Mr. Ballou and could provide the Committee with further details of the communications. The Committee discussed the matter and resolved that a sufficient response had been made at this time.

Committee Chair Mendelson requested that all proposed items to be included in the agenda packet be delivered to him and Committee Vice Chair Sterling on or before two Fridays prior to the regularly scheduled meeting. For example, items to be included in the May agenda package should be delivered to the Chair and Vice Chair on or before April 28, 2023.

General Manager Bebee announced he will not be present at the May 8, 2023 regular meeting because of other necessary business-related scheduling.



**V. ADJOURNMENT OF MEETING** – *Next meeting May 8, 2023 at 10:00 a.m.*

There being no further business to discuss, on a motion made by Committee Member Redmond, seconded by Committee Member Hargrove and passed unanimously, the Community Benefit Committee Meeting of the Fallbrook Public Utility District was adjourned at 11:04 a.m.

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Chair  
Community Benefit Program Committee

ATTEST:

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Secretary  
Community Benefit Program Committee

**Subject:** CBPC Meeting of 10 April 2023

**Date:** Sunday, April 9, 2023 at 6:53:07 PM Pacific Daylight Time

**From:** Lou Ballou

**To:** Lauren Eckert

**CC:** Lou Ballou, Justin Ballou, Bryan Whiting

Please assure that the CBPC receive the following for their review and inclusion of their meeting notes. I also request that you provide a copy to the FPUD Board of directors.

FPUD Meeting of the Community Program Committee

Meeting Monday 10 April 2023

### **Committee members:**

Please be advised that I am seeking reversal of the district allocated funds supporting your community efforts. These funds are being diverted by FPUD, with LAFCO approval, from my property tax bill, line item – Fallbrook Water Charge. - which I believe is taken to support FPUD and the **water** ratepayers . Effectively, assuming 4000 water meter accounts, this diversion increases my meter charges by \$136 per year per water meter account. Putting it bluntly, this is a travesty to support a group of people that are too lazy to seek donations from the public! If the public wants your project(s), they will support them with donations when properly presented and if desired by the residents. Follow the efforts of our local churches in seeking donations via charity events, or the Fallbrook High students seeking donations at tables in front of our local markets There is also the “go fund me” option. I have communicated similar to FPUD Board of directors and written directly to Jack Bebee, FPUD general manager.

Luther Ballou --39 year resident of Fallbrook



FALLBROOK PUBLIC UTILITY DISTRICT  
COMMUNITY BENEFIT PROGRAM  
MISSION STATEMENT

The Fallbrook Public Utility District's (FPUD) Community Benefit Program recommends, promotes, coordinates, and oversees funding of non-profit and qualified organizations' community projects related to parks, recreation facilities, roads and street lighting within FPUD's service area. The program intends to benefit Fallbrook residents by using unrestricted property tax revenue received by FPUD and allocated to the Community Benefit Program.

FALLBROOK PUBLIC UTILITY DISTRICT  
COMMUNITY BENEFIT PROGRAM  
VISION STATEMENT

Fallbrook Public Utility District's (FPUD) Community Benefit Program identifies, solicits and evaluates requests from FPUD's service area non-profit organizations to foster projects that enhance the quality of life for Fallbrook residents. An FPUD Board appointed seven-member committee ensures that funded projects result from fair and equitable consideration of proposals sponsored by qualified organizations during the selection process. The committee will ensure proper use of funds and validate the completion of approved projects.

**Item B**  
**Fallbrook Public Utility District's Community Benefit  
Program (FPUD CBP) Operating Guidelines Draft 2**

Fallbrook Public Utility District's Community Benefit Program  
Operating Guidelines

Adopted \_\_\_\_\_, 2023

I. PURPOSE AND AUTHORITY

The Fallbrook Public Utility District's Community Benefit Program Committee (Committee), established by the Fallbrook Public Utility District's Board of Directors, operating pursuant to the Fallbrook Public Utility District's Administrative Code, including but not limited to Article 23, herein outlines its general operating guidelines which also govern, and are specific to, the Committee.

II. MEETINGS

A. Meetings shall be conducted in accordance with Robert's Rules of Order.

B. Regularly scheduled meetings will be at 10:00 a.m. on the second Monday of each month. In the event the second Monday of a month is a state or national holiday, that month's meeting shall be scheduled for the next business day.

C. Scheduling of future meetings may be modified by a majority of the Committee at a regularly scheduled meeting if additional or less meetings are necessary. This may be necessary, but is not limited to, satisfying the quorum requirement for any regularly scheduled meeting.

D. The Committee may create work groups of one to three Committee members to address specific matters of the Committee's business. Each work group shall report on its activity and make recommendations to the Committee during regularly scheduled meetings.

III. VOTING

A. All decisions determining a selection of services and projects to be recommended to the Fallbrook Public Utility District's Board of Directors for approval shall require a roll call vote and at least four or more members stating favor for the selection and recommendation. However, if recusals reduce the number of Committee members participating in the selection of a particular service

or project, a majority vote of those members present participating in the selection and recommendation is sufficient.

B. Recusal

1. If a Committee member

a. serves on the Board of Directors of an organization whose project is under consideration, the Committee member shall recuse themselves and leave the room during discussion of the project. (See Fallbrook Public Utility District Administrative Code, Section 23.5.2, ¶¶ 3, 5.)

b. is serving as a director or an officer, or is a current member, of an organization whose project is under consideration, the Committee member shall recuse themselves and leave the room during discussion of the project.

c. has previously served as a director or officer of an organization whose project is under consideration, the Committee member may recuse themselves and leave the room during discussion of the project.

d. has been a member of an organization whose project is under consideration or has any other personal or professional connection to an organization whose project is under consideration, the Committee member may recuse themselves and leave the room during discussion of the project. However, if the Committee member's prior involvement with the organization creates an appearance of conflict between the Committee Member's official status on the Committee and the Committee member's affiliation with the organization, then the Committee member shall recuse themselves and leave the room during the discussion of the project.

2. Once a Committee member has recused themselves from discussion about a particular project, that Committee member shall continue to be recused from participating in any way in the discussion or Committee action regarding that project.

IV. MEMBERSHIP

A. If the position of the Chair becomes vacant, the Vice Chair shall assume the office for not more than sixty days, by which time a new Chair shall be elected by

the Committee members. The other officers, Vice Chair and/or Secretary, if vacant, shall be filled by appointment by the Chair.

B. A Committee member may refer any comments, questions, or other communications received outside of a regularly scheduled meeting from a member of the public to the Chair. A Committee member may provide a copy of the agenda to any requesting person or refer a person to the Fallbrook Public Utility District website to obtain the Committee's publications

C. A Committee member may receive input from the public on a published agenda item. A Committee member must remain impartial on each agenda item until the agenda item is heard.

D. Official business of the Committee shall be made via social media communications and/or other press releases and public announcements shall be made or authorized by the Chair. Individual Committee members shall not make any public comments about the Committee's business unless the specific action is directed by the Chair.

**Item C**  
**FPUD CBP Application**



# Fallbrook Public Utility District

## Community Benefit Program

### Application for Community Benefit funding

**Mission Statement:**

The Fallbrook Public Utility District’s (FPUD) Community Benefit Program recommends, promotes, coordinates, and oversees funding of non-profit and qualified organizations community projects related to parks, recreation facilities, roads and street lighting within FPUD’s service area. The program intends to benefit Fallbrook residents by using unrestricted property tax revenue received by FPUD and allocated to the Community Benefit Program.

**Vision Statement:**

Fallbrook Public Utility District’s (FPUD) Community Benefit Program identifies, solicits and evaluates requests from FPUD’s service area non-profit organizations to foster projects that enhance the quality of life for Fallbrook residents. An FPUD Board appointed seven-member committee ensures that funded projects result from fair and equitable consideration of proposals sponsored by qualified organizations during the selection process. CBP is committed to validate the completion of the projects and ensure that the funds were used appropriately.

**Criteria:**

1. Community project/activity located within FPUD’s service area.
2. Must show how proposed project will benefit FPUD’s service area residents.
3. Funds may supplement County of San Diego or fund volunteer projects by qualifying non-profit organizations.
4. List of expenditures and completion of project within time frame set forth.
5. Application must be submitted to Community Benefit Program Committee by 00/00/0000.
6. Reconciliation form including all receipts, copies of canceled checks (front and back), proof of payments and/or copy of credit card activity will be due by 00/00/0000. (No cash payments or predated receipts/checks are allowed).
7. Project to be completed within twelve months of approval date (unless an extension has been requested and granted).
8. Funds may NOT be spent on any item not part of the fund agreement, expenditures are only for purposes stated in the approved funding agreement.

**Required documents (for application):**

1. Form 990 - For nonprofits with gross receipts greater than \$50,000, please provide copy of pages 1-8 of the most recent IRS form 990 or pages 1-3 of 990EZ. For nonprofits with gross receipts of less than \$50,000, attach IRS form 990N e-postcard (not required for government/public agencies).
2. Attorney General proof of Nonprofit eligibility (nonprofits)
3. Secretary of State proof of eligibility (nonprofits)
4. Monthly financial statements or tax returns from year prior to application

**What is the legal status of your organization?**

Non-Profit Organization  Governmental/Public Agency   
 Federal Tax Identification Number (TIN or EIN): \_\_\_\_\_ Organization Name: \_\_\_\_\_

Project/ Activity is within FPUD’s service area Yes  No

**Organization:**

Street Address _____	Mailing Address <input type="checkbox"/> Same as Street Address
Street Address _____	Address _____
City _____ State _____ Zip _____	City _____ State _____ Zip _____

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**Fallbrook Public Utility District  
Community Benefit Program  
Application for Community Benefit funding**

**Proposal:**

Total amount requested: \_\_\_\_\_ Other funding: \_\_\_\_\_

List other entities funding proposed project(s):

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**Proposed Project(s) to be funded (in order of priority):**

Project number one: \_\_\_\_\_ Amount requested: \_\_\_\_\_

Brief description of Project one:

□

How will project one benefit the residents of FPUD?

□

Proposed timeline for project one:

□

Proposed budget for project one:

□

**Fallbrook Public Utility District  
Community Benefit Program  
Application for Community Benefit funding**

Project two: \_\_\_\_\_ Amount requested: \_\_\_\_\_

Brief description of Project two:

▫

How will project two benefit the residents of FPUD?

▫

Proposed timeline for project two:

▫

Proposed budget for project two:

▫

**Fallbrook Public Utility District  
Community Benefit Program  
Application for Community Benefit funding**

Project three: \_\_\_\_\_ Amount requested: \_\_\_\_\_

Brief description of Project three:

▫

How will project three benefit the residents of FPUD?

▫

Proposed timeline for project three:

▫

Proposed budget for project three:

▫

**Contact Information:**

**Contact Person:** (Individual must be knowledgeable of organization's projects and application)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Fund administrator:** (Individual that would be responsible for overseeing the expenditures. Must be different person than contact person)

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_ Email: \_\_\_\_\_

**Item D**  
**FPUD CBP Information Sheet/Application Guidelines**

## Fallbrook Public Utility District Community Benefit Program Application guidelines

### MISSION

The Fallbrook Public Utility District's (FPUD) Community Benefit Program recommends, promotes, coordinates, and oversees funding of non-profit and qualified organizations' community projects related to parks, recreation facilities, roads and street lighting within FPUD's service area. The program intends to benefit Fallbrook residents by using unrestricted property tax revenue received by FPUD and allocated to the Community Benefit Program.

### VISION

Fallbrook Public Utility District's (FPUD) Community Benefit Program identifies, solicits, and evaluates requests from FPUD's service area non-profit organizations to foster projects that enhance the quality of life for Fallbrook residents. An FPUD Board appointed seven-member committee ensures that funded projects result from fair and equitable consideration of proposals sponsored by qualified organizations during the selection process. The committee will ensure proper use of funds and validate the completion of approved projects.

The funding range is from xxx-xxxx. The committee will evaluate all submittals. Priorities on allocation of funding will be based on the broadest community benefit.

Deadline for submitting/completing the application is 00/00/0000.

### Eligibility Criteria

To be eligible, all applicants must meet the following criteria:

- ❖ Be a nonprofit organization, or government agency. CBP does not fund organizations or private entities. \*\*
- ❖ Provide recent tax returns.
- ❖ Provide asset sheet if funding requested over \$60,000.
- ❖ Must be located in the FPUD service area. \*Map located on website
- ❖ Project must be completed within twelve months from funding date.
- ❖ Proof of expenditure due twelve months after funding.

### What reporting is required?

All receipts, bank statements, credit card statements and proof of project completed.

### What will the committee not fund?

- ❖ Events/activities
- ❖ Administrative costs/Volunteer compensation
- ❖ Scholarships
- ❖ Existing obligations/debit
- ❖ Any purposes prohibited by laws governing the use of public funds, including but not limited to, religious, political campaigning, or purely private purposes or activities.

### Who can I contact if I have questions?

For program questions, please contact:

### Website to view application:

**Item E**  
**Scoring Rubric**

## Fallbrook Community Benefit Program Scoring Rubric

### Scoring Rubric for Application Proposals

The application proposal scoring rubric will be used to evaluate the applications submitted for consideration.

Applications will be reviewed by the Community Benefit Program committee appointed by the FPUD Board. The committee will use this rubric to guide its deliberations.

#### Scoring Definitions

1. Does Not Meet Criteria - information not provided
2. Met Some but Not All Identified Criteria
3. Addressed Criteria but Did Not Provide Thorough Detail - adequate response, but not thoroughly developed or high-quality clarification/project goal
4. Addressed Criteria and Provided Some Detail, but Not Thoroughly Developed - adequate project goal
5. Met All Criteria with High Quality - clear, concise, and coherent project goal

Need/Focus	___/20
Sustainability	___/20
Value of Investment	___/20
Priority	___/20
Innovation	___/20
Total:	_____/100

**GENERAL COMMENTS:** Indicate support for scoring by including overall strengths and weaknesses. These comments will be provided to applicants with their final scores.  
 will be provided to applicants with their final scores.

#### RECOMMENDATION:

- \_\_\_\_\_ I am in support of awarding funding to this project.  
 \_\_\_\_\_ I am in support of awarding funding to this project with funding changes to \_\_\_\_\_.  
 \_\_\_\_\_ I am not in support of awarding funding to this project.



**Item F**  
**Rubric Score Card**

NEED/FOCUS	1	2	3	4	5	Total
How well has the applicant clearly identified community need of proposed project						
How well does the applicant's project responded to and propose to benefit the community?						
Will the proposed timeline be attainable? Applicant provides clear measurable goals, benchmarks and outcomes.						
How well has applicant described the planned project? Did they submit a work plan (or similar)?						

Reviewer Comments
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Total	/20
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Sustainability	1	2	3	4	5	Total
Applicant demonstrates financial history of Fiduciary responsibility						
Has the applicant identified donors and/or additional sources of funding to ensure the project is sustainable beyond the original funding period?						
To what degree does the proposal have support from community organization, businesses and community at large?						
Does the applicant have strong board engagement?						

Reviewer Comments
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Total	/20
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VALUE OF INVESTMENT	1	2	3	4	5	Total
How accurately does the requested funding amount fulfill the project's value?						
How accurately does the requested funding amount fulfill the project's benefit to the community?						
The budget is specific and reasonable and all items align with described project.						
Applicant includes and describes population served?						

Reviewer Comments

Total /20

PRIORITY	1	2	3	4	5	Total
Applicant demonstrates strong community need for proposed project						
How well does the project affect/ enhance community safety?						
How well does the project affect/enhance community improvement?						
Is project/activity currently being supported?						

Reviewer Comments

Total /20

INNOVATION	1	2	3	4	5	Total
Project proposal/outcome aligns with organizations mission and vision?						
Overall, how well does the project address community challenges?						
Overall, to what degree does the applicant represent a project that will be something fundamentally different from what is already occurring?						
How well does the project serve the goals of the community?						

Reviewer Comments

Total /20