

**South Baltimore Gateway Partnership  
Program Committee Agenda  
Monday, February 5, 2024  
6:00 – 8:00PM  
Virtual Meeting through Zoom**

**This meeting is open to the public, however, part or all of the meeting may be conducted in a closed session to discuss matters that the Open Meetings Act permits to be discussed in a closed session.**

- 6:00 Approval of Meeting Program Committee Minutes from 11/6/2023
- 6:05 Overview of the Community Grants Program Process
- 6:10 Unconscious Bias Training – Exploring how bias can impact grant making and strategies to mitigate bias
- 6:50 Grant Review Training:
- Disclosure and Recusal Process
  - Using Submittable portal
  - Review of the rubric & required documents
  - Understanding financial statements and information submitted in applications
  - Tips for preparing strong motions during the in-person review meeting
  - Capital project and partial funding considerations
  - Review upcoming dates for review team
- 7:50 Next Steps
- In person Grant Review Meeting – Saturday, April 6 at 9:00am
  - Program Committee Meeting scheduled for:
    - o May 6, 2024 – 6:00 – 8:00PM
    - o June 3, 2024 – 6:00 – 8:00PM
    - o No Meeting in July
    - o August 5, 2024 – 6:00 – 8:00PM