MEMORANDUM

TO: Mark Washington, Assistant City Manager

FROM: Rondella M. Hawkins, Telecom & Regulatory Affairs Officer

DATE: May 18, 2018

SUBJECT: 2018 Grant for Technology Opportunities (GTOPs) Awardees

The purpose of this memorandum is to request your approval to proceed with the 2018 Grant for Technology Opportunities Program (GTOPs) and to negotiate and execute contracts with the nine (9) grant awardees, as recommended by the Community Technology & Telecommunications on April 30, 2018.

GRANT PROGRAM PURPOSE

GTOPs provides matching grant funds to Austin organizations that promote citizen access to information technology, or that offer literacy programs that create digital opportunities and foster digital inclusion, particularly in underserved segments of our community.

The goals of the program are to:

- ○ Increase use of digital and communications technology devices
- ○ Increase knowledge and skills of digital and communications technology
- ○ Increase access to and usage of the Internet

AWARDEE SELECTION PROCESS

Applications for the 2018 grant were accepted from September 29, 2017 through December 1, 2017. The Community Technology & Telecommunications Commission appointed a volunteer Grant Review Committee comprised of seven (7) qualified community representatives, six (6) of whom remained on the committee for the duration of the process. The City received a total of twenty-eight (28) applications for GTOPs 2018. The Committee eliminated twelve (12) applications in the first round of scoring. The review board scored the remaining sixteen (16) applicants based on the selection criteria outlined by the Commission including: the ability to promote citizen access to information technology, or that offer literacy programs that create digital opportunities and foster digital inclusion, community impact, evaluation of success and budget/fiscal responsibility. The applicants were given the opportunity to give a short oral presentation to the review committee, followed by a question and answer session. After the final scores were tallied and discussed, staff developed recommendations for full and partial awards based on the funding & scoring guidelines as detailed in the next section.

FUNDING & RANKING GUIDELINES

1) Full and partial awards will be evaluated for each GTOPs goal area.
2) $200,000 in GTOPs funds and indefinite number of devices available.
3) The minimum amount any organization may be awarded is 70% of their request amount.
4) To ensure scores are consistent as well as fair, each judge's scores are normalized so that their average score across all applicants is 80%.
5) The highest scores generally receive the highest awards recommendation for each GTOPs goal area, 100% of their request (20-30 devices and/or a minimum of $10,000 and up to $25,000).
6) Lower scoring but still above average applicants receive a partial awards recommendation as appropriate.
7) Four (4) organizations applied and received device awards, as the number of device requests received were less than the number of devices available.

SCORING GUIDANCE

- Reviewers were provided the opportunity to complete scores after hearing all presentations to serve for a comprehensive evaluation of scoring and assessment.
- Reviewers utilized a comprehensive scoring evaluation, building upon a statistical evaluation, to recommend organizations funded and not funded.
- Reflects Diversity of funding awards adhering to Commission recommended policy.
- The Grant Review Committee's 2018 Recommendations were unanimous with strong consensus.
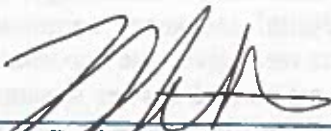
CONSENSUS

The Grant Review Committee achieved consensus and all reviewers assigned a similar score to a proposal, this increased the validation that proposals were accurately reviewed per criteria, and to gain coherence through thoughtful deliberation at presentations and final deliberation for the scoring assigned by reviewers.

RECOMMENDATION FOR APPROVAL

Staff requests approval of the GTOPs Grant Review Committee's recommended 2018 GTOPs Awards as approved by the Community Technology & Telecommunications Commission. Upon your approval, staff will negotiate and execute contracts of the nine (9) organizations as indicated in Attachment (A). Of the 2018 funding recommendations, seven (7) programs have received GTOPs funding in the past and two (2) are new to GTOPs.

Funding is available per the $200,000 allocated by City Council in the FY 2018 budget.

Please feel free to contact me at 974-2422 if you need additional information.

City Manager's Designee Approval   Date 5/30/18
Mark Washington, Assistant City Manager

Attachment: Attachment (A)

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M E M O R A N D U M

TO: Community Technology & Telecommunications Commission

FROM: Jesse Rodriguez, Business Process Specialist
             Telecommunications & Regulatory Affairs

DATE: April 30, 2018

SUBJECT: 2018 Grant for Technology Opportunities (GTOPs) Awardees

The purpose of this memorandum is to request the Commission approve the GTOPs Grant Review Committee's recommended nine (9) 2017 GTOPs Awards, as recommended by the Grant Review Committee at its February 20, 2018 Final Deliberation.

GRANT PROGRAM PURPOSE

GTOPs provides matching grant funds to Austin organizations that promote citizen access to information technology, or that offer literacy programs that create digital opportunities and foster digital inclusion, particularly in underserved segments of our community.
The goals of the program are to:

○ Increase use of digital and communications technology devices
○ Increase knowledge and skills of digital and communications technology
○ Increase access to and usage of the Internet

AWARDEE SELECTION PROCESS

Applications for the 2018 grant were accepted from September 29, 2017 through December 1, 2017. The Community Technology & Telecommunications Commission appointed a volunteer Grant Review Committee comprised of seven (7) qualified community representatives, six (6) of whom remained on the committee for the duration of the process. The City received a total of twenty-eight (28) applications for GTOPs 2018. The Committee eliminated twelve (12) applications in the first round of scoring. The review board scored the remaining sixteen (16) applicants based on the selection criteria outlined by the Commission including: the ability promote citizen access to information technology, or that offer literacy programs that create digital opportunities and foster digital inclusion, community impact, evaluation of success and budget/fiscal responsibility. The applicants were given the opportunity to give a short oral presentation to the review committee, followed by a question and answer session. After the final scores were tallied and discussed, staff developed recommendations for full and partial awards based on the funding & scoring guidelines as detailed in the next section.

FUNDING & RANKING GUIDELINES

1) Full and partial awards will be evaluated for each GTOPs goal area.
2) $200,000 in GTOPs funds and indefinite number of devices available.
3) The minimum amount any organization may be awarded is 70% of their request amount.
4) To ensure scores are consistent as well as fair, each judge's scores are normalized so that their average score across all applicants is 80%.
5) The highest scores generally receive the highest awards recommendation for each GTOPs goal area, 100% of their request (20-30 devices and/or a minimum of $10,000 and up to $25,000).
6) Lower scoring but still above average applicants receive a partial awards recommendation as appropriate (including devices).

SCORING GUIDANCE

- Reviewers were provided the opportunity to complete scores after hearing all presentations to serve for a comprehensive evaluation of scoring and assessment.
- Reviewers utilized a comprehensive scoring evaluation, building upon a statistical evaluation, to recommend organizations funded and not funded.
- Reflects Diversity of funding awards adhering to Commission recommended policy.
- The Grant Review Committee's 2018 Recommendations were unanimous with strong consensus.

CONSENSUS

The Grant Review Committee achieved consensus through deliberation and all reviewers assigned a similar score to a proposal, this increased the validation that proposals were accurately reviewed per criteria, and to gain coherence through thoughtful deliberation at presentations and final deliberation for the scoring assigned by reviewers. Pursuant to deliberation and consensus-building by the Grant Review Committee, funding was allocated as shown in Attachment (A).

FUNDING RECOMMENDATION

Of the 2018 funding recommendations, seven (7) programs have received GTOPs funding in the past and two (2) are new to GTOPs. Funding is available per the $200,000 allocated by City Council in the FY 2018 budget. The methodology for distribution of the funding awards is as follows:

- The top scoring application for each GTOPs goal area received 100% of their award request
- The remaining organizations receive funding at decreasing 5% increments (95%, 90%, 85%, etc., to a floor of 70%) going from highest to lowest scoring applications, until there is not enough money to fund the next organization.
- The remaining funding is allocated in 5% funding increments from the **highest** scoring organization on **down** the scoring hierarchy.

Staff requests the Commission approve the GTOPs Grant Review Committee's recommended 2018 GTOPs Awards. Upon your ratification and approval, the recommended GTOPs 2018 Awards will be submitted to the City Manager's Designee, Assistant City Manager Mark Washington, for approval to negotiate and execute contracts.

Jesse Rodriguez   4/30/2018
Jesse Rodriguez, Business Process Specialist   Date

Attachment (A): 2018 Grant for Technology Opportunities Program Final Award Recommendations									
Applicant Organization	Program Name	Final Normalized Score (@ 80%)	Increase digital and communication tech	Increase knowledge and skills	Increase access and Internet usage	TOTAL Amount of City Funds Requested	Total Award Amount	Percent of Request Granted	Total Device Award
American YouthWorks	YouthBuild Austin - IT Pathways	87.47	2	1	3	$24,882.00	$ 24,882.00	100.00%	20
Boys & Girls Clubs of Austin & Travis County, Inc.	BGC Double A CODE Academy	86.57	2	1	3	$24,000.00	$ 22,800.00	95.00%	
Austin Speech Labs Inc	Intensive Communication Therapy (ICT) through Technology for Stroke Survivors	86.49	1	2	3	$25,000.00	$ 25,000.00	100.00%	10
Goodwill Industries of Central Texas	Careers in Technology	86.45	1	2	3	$20,000.00	$ 19,000.00	95.00%	10
The Arc of the Capital Area	Digital Media Arts Education Lab	85.98	2	1	3	$25,000.00	$ 23,750.00	95.00%	
Creative Action	Expanding Technology & Arts Learning at Lee Lewis Campbell Elementary	85.36	2	1	3	$25,000.00	$ 21,848.40	87.39%	
Foundation Communities Inc	Digital Literacy Program	84.01	3	1	2	$23,712.00	$ 18,969.60	80.00%	
Texas Folklife Resources	Stories from Deep in the Heart	81.63	1	3	1	$25,000.00	$ 25,000.00	100.00%	
Latinitas	VR Chica	81.20	2	1	3	$25,000.00	$ 18,750.00	75.00%	
El Buen Samaritano Episcopal Mission		-	-	-	-	-	-	-	10