Hey guys,

Here is a summary of what we talked about tonight and a breakdown of how we can present this opportunity to the Association on Wednesday.

1. Handout RFP announcement to the group. Explain how it was brought to our attention by partners in prevention. Explain that the goals of the grant is to enhance an already existing group/coalition.
2. Yaisa discusses again why partners and prevention thought of the C.N.A for this grant. She will then go over the year to year timeline of what the grant is looking for. Ex: a clear communication strategy, sectors represented and identify attendees to go to leadership institute.
3. Lenny/Steven/Raul can then an example of what year 1 could look like. EX: We can begin with contracting an agency or person to organize a membership data base and website. This website will have features that will replicate and enhance what we already do on the yahoo group. Raul can give an example as part of North Hudson Community Action he was able to collaborate to put together an event with Lenny and Nick. He can explain that we can create website that can highlight the work they did and it could be used to spread the word. Lenny can then also speak about the benefits of the leadership institute and how it can help us be better leaders for C.N.A.
4. We can then hint toward what years 2-4 will look like. We have to highlight that we don’t have to have that completely worked out for this proposal because the 1st year is a development year. But we can say that years 2-4 can partially fund an administrative person for C.N.A than can help maintain everything.
5. We can then end with comments, suggestions and questions.
6. Next steps after the meeting. Schedule a planning meeting with partners in prevention ( invite volunteers that want to sit in). Instruct folks that we will be reaching out for letters of support and letters that identify folks as C.N.A members. This process will be an added opportunity to expand C.NA membership and partnerships. For example: We will follow up with the Hudson County Chamber of commerce. They already told us that they needed a group of not for profit agencies. This grant asks for private sector representation. Perfect example of how this comes together. We will also have to e mail the yahoo group of the plan. I was thinking of maybe sending out a survey monkey.

Ok guys. That’s all I got. Please add your comments and e mail this back to me so I can go over it with Partners in Prevention. I will then e mail everyone by tomorrow night the final breakdown.

Thanks guys!