Minutes

UW School of Medicine and Public Health (SMPH)
Oversight and Advisory Committee (OAC)

Community Academic Partnership Fund
OAC Notice of Intent Review Subcommittee

10:00AM July 28, 2010 – 4201 HSLC

Members Present: Katherine Marks (phone); Doug Mormann (phone);
Staff Reviewers Present: Bridget Booske; Nancy Dunham (phone); Marybeth Plane (phone)
WPP Staff: Cathy Frey, Eileen Smith

1. Call meeting to order

2. Decision on July 21, 2010 draft minutes
Mormann requested approval of the draft July 21, 2010 OAC NOI Review Subcommittee minutes. Minutes were approved as presented.

3. Discuss technical review of Notices of Intent for the 2010 cycle of the Community-Academic Partnership Fund

Frey reviewed the evaluation process for the 110 Notices of Intent (NOI) received for the 2010 Community Academic Partnership Fund, Request for Partnership cycle. The Wisconsin Partnership Program and three expert review staff conducted a technical review of each NOI to ensure that minimum requirements were met and reviewed each letter of interest (LOI) to determine if the preliminary application warranted submission of a full application.

The review criteria are as follows:
- Scope of Funding: Extent to which the program aligns with OAC priorities
- Need and Significance: The significance or need of the project
- Evidence: The potential impact of the project
- Capacity: The capacity of the applicant agency
- Partnership: The contribution of the partnership to the project

At the July 21, 2010 OAC NOI Review Subcommittee, expert staff reviewers recommended 12 implementation and 19 development applications for full proposal consideration. The Subcommittee members consisting of Doug Mormann and Katherine Marks will review the preliminary applications and make a recommendation to the OAC at the August 18, 2010 meeting.

Mormann stated his conflict of interest with the Cashton Community Wellness Program, Scenic Bluffs Community Health Center proposal. After a discussion, Marks made a motion to accept the technical review recommendation for 12 implementation and 18 development applications, excluding the Cashton Community Wellness Program, Scenic Bluffs Community Health Center. Both members approved the motion.

Marks also recommended that the Cashton Community Wellness Program, Scenic Bluffs Community Health Center development Notice of Intent be accepted for full proposal consideration. Mormann abstained from voting or commenting on this proposal.

4. Adjourn  Mormann adjourned the meeting at 10:25 am

Recorder, Cathy Frey