

****Call for Nominations*** Nominations Due August 29th, 2008**

Please forward this to community members, members of the public or members of organizations that may be interested to serve on a Task Force working to develop the guidelines for a funded, \$5 million dollar park improvement program.

With the passage of the San Francisco's Recreation and Park's Department Clean and Safe Neighborhood Parks Bond, a Community Opportunity Fund (the Fund) was established to fund small-scale, community nominated park improvement projects across the city of San Francisco.

The Recreation and Park Department would like to convene a Task Force composed of city staff and community members to help develop the guidelines and process for administering the \$5 million set aside in this Fund.

We are looking for **six individuals** to provide the following expertise to the Task Force's work based on their relevant organizational experience.

One Seat: Non-profit Grant Making Organization.

Grantmaking is a complicated business that involves selecting capable grantees, responsibly administering funds, and effectively monitoring grantee progress. Your experience will help us set up a Community Opportunity Fund program that **works** -- and that ensures the highest level of accountability for the use of these tax payer dollars.

One Seat: Neighborhood or Community Organization .

This seat is for neighborhood or community organizations that are **not** exclusively parks focused. The Recreation and Park Department would like to broaden our partnerships with and park stewardship in the city to include **all** types of community organizations. Your perspective can help us develop an outreach strategy, and funding priorities, that will attract organizations that haven't worked with the Department in the past.

Two Seats: Partner Organization.

Representative of any neighborhood group, or "Friends of" park group, or recreation activity organization that has partnered with the Recreation and Park Department on completing a past park improvement capital project. Your experience with -- and lessons learned from -- seeing a park improvement project implemented will be invaluable in shaping the guidelines for this Fund.

Two Seats: Fiscal Agents .

Fiscal agents "share" their nonprofit or IRS status to with smaller, less established, project based groups, and often provide accounting, grant reporting, and project management services as well. We need to craft administrative requirements for the

Fund that avoid creating barriers to entry for prospective applicants, and unnecessarily bureaucratic procedures. Understanding the needs of both small park groups and fiscal agents is key to creating administrative requirements that work.

We need **6 individuals** to fill the seats described above in addition to the other seats on the Task Force to be filled by city staff or members of our The Park, Recreation and Open Space Advisory Committee.

All applicants should submit a "Statement of Interest" by email to RPDPlanning@sfgov.org which must be received by 5pm August 29th, 2008.

"Statements of Intent" should not exceed two pages and include 1) the nominee's name and contact information, 2) the seat the nominee would fill based on the Commission's approved composition of Task Force seats, 3) the nominee's skills and experience related to the specific seat's description, 4) any boards or organizations the nominee works for or serves on.

Please note, in your Statement of Interest, the extent to which you possess any of the following skill sets/areas of expertise:

- Grant-making and administration
- Legal drafting
- Public policy
- Regulatory knowledge
- Project management
- Fundraising
- Community outreach / organizing
- Communications / public relations
- Understanding of RPD needs
- Demonstrated commitment to success of RPD facilities
- General public with park advocacy experience

Taskforce meetings will commence this fall; all meetings will be open to the public. For more information on the Clean and Safe Neighborhood Parks Bond please see the Bond's Webpage, link below:

http://www.sfgov.org/site/recpark_page.asp?id=64140

For more information on the "Community Opportunity Fund" please see page 48 of the Bond Report, link below:

http://www.parks.sfgov.org/wcm_recpark/GOBond/BondReport101207.pdf

Please email Karen.Mauney-Brodek@sfgov.org or call 415-831-2789 if you have any questions related to the application process or the Community Opportunity Fund Program.