



**DISTRIBUTION COMMITTEE**  
**September 20, 2023**  
**3:00 p.m.**  
**In Person – Community Foundation**

**Agenda**

Welcome and Chairman’s Remarks .....Rick Dixon

Conflicts of Interest.....Rick Dixon

May 4, 2023 Minutes .....Rick Dixon

Distribution Report/Fund Question.....Traci Petty

DRF Guidelines .....Traci Petty

Site Visits .....Traci Petty

Grant Process & Timeline .....Traci Petty

Grant Review .....Rick Dixon

    -Approximately \$911,449.63 to spend for competitive grant cycle

Next Meeting .....Traci Petty

Adjournment



**Community  
Foundation**  
*of the*  
**Dan River Region**

**MINUTES**  
**The Community Foundation Distribution Committee**  
**May 4, 2023**

**Present:** **In Person:** Steve Bass, Ginny Foster, Teresa Petty, Danielle Montague, Tiffany Hairston, Cathy Pulliam, Lee Farmer, Sandy Saunders, Carole Holland, Traci Petty; **Via Zoom:** Angeles Atkinson

**Not Present:** Richard Camp, Cookie Veal-Edmunds, Richard Dixon and Howard Graves.

Steve Bass, Chairman, called the meeting to order at 3:04 pm.

**November 17, 2022 Distribution Committee Minutes** – Mr. Bass presented the minutes from the November 17, 2022, Distribution Committee meeting. The minutes were approved on a Foster/Saunders motion.

**Scholarship Policy and Procedures Update** – Mr. Bass explained to the committee that the Scholarship Policies and Procedures document is updated on an annual basis and it is the role of the Distribution Committee to submit this to the Board of Directors for approval. Traci Petty explained that most of the changes made were consolidating paragraphs to make the wording easy to understand and paragraphs were added based on the recommendations of the National Council on Foundations legal team. The Scholarship Policies and Procedures document was approved on a Saunders/Petty motion.

**Conflicts of Interest** – Mr. Bass asked everyone to confirm that all were aware of our Conflict of Interest Policy they each signed and to declare any existing conflicts if they were familiar with an applicant. Everyone in attendance declared they were familiar with the policy and that no conflicts existed. Traci Petty reminded everyone they signed a new Conflict of Interest Policy at the first Board meeting of fiscal year 2023.

**Scholarship Updates** – Traci Petty and Carole Holland explained the process used to perform the administrative review and to choose the final recipients. Discussion ensued regarding changes made to the scoring rubric and the effect they had ensued. Carole Holland pointed out that the addition of the ten discretionary points allowed the reviewer to have a big impact for the students that were especially impressive.

**Scholarship Discussion** – The number of awards (151), the number of students awarded (141), the amount of money distributed (\$337,608.95) and the number of qualified, high score students turned away (85) was shared with the committee. The spreadsheet of the students, fund names and amounts awarded was shared with the committee. Mr. Bass stated that he would have liked to have had an idea of what the scores of other reviewers were so that he could compare whether he was adequately scoring applications.

Traci Petty explained that the reason she did not share that information was because she did not want to sway a reviewer from being truly themselves in their scoring. She explained that when a reviewer is scoring consistently throughout the applications, there will be some who score high, some medium, and some will score harshly. When those scores are averaged, it allows for a true median result. She said she would supply reviewers with that information, however, if they felt it necessary. Mr. Bass and several other reviewers expressed that they felt the references were lacking.

A motion was made by Ginny Foster and seconded by Danielle Montague, to accept the slate of scholarships. All were in favor and the slate was unanimously approved for recommendation to the full Board of Directors in June.

Further discussion was prompted about the marketing of the scholarship recipients. Lee Farmer mentioned a specific fund where the donor had asked about this. Traci Petty explained that our process includes sharing information with donors so that they may advertise their funds further than what The Foundation does in its regular marketing of awards. She explained that with a small staff who all carry heavy workloads and the growing number of funds that The Foundation hosts, it was nearly impossible to complete the work of advertising each one fully. A suggestion was made by Mr. Bass that we purchase space in the newspapers and have the newspaper design department create ads for us. Traci Petty and Carole Holland assured the committee members that we would look into how we could further publicize the funds and their recipients.

Ginny Foster brought up the low number of Bartlett Yancey applicants and asked about how we notify students of the availability of the scholarships. Carole Holland explained that we send out an email to the guidance counselors offering to visit the schools to do a presentation to the eligible students. We then visit each school that invites us to do so. Ginny Foster stated that she thinks the schools should communicate with the ninth graders about the scholarships being available so that they may complete more of the things that will make them eligible for funding. Teresa Petty offered that if the guidance counselors are not responding, then our best way to communicate is with the principals because they typically make these things happen.

**Next Meeting** – Traci Petty advised the next Distribution Committee Meeting is scheduled for Wednesday, September 20, 2023, at 3:00 p.m.

**Scholarship Reception** -- Traci Petty advised that the Scholarship Reception will be held Sunday, June 4, 2023, at the Pittsylvania County Recreation Center in Chatham. She gave out invitations to the members.

There being no further business, Ginny Foster made a motion to adjourn the meeting at 3:55 pm and Tiffany Hairston seconded. All were in favor and Steve Bass, Chairman, adjourned the meeting.

Respectfully submitted,



Steve Bass  
Distribution Committee Chairman



**Community  
Foundation**  
*of the*  
**Dan River Region**

**Distribution Committee Report  
September 25, 2023**

The Competitive Grant Cycle Request for Proposals generated 72 grant applications, with a total of \$1,751,923.54 in funds requested. Our admin team disqualified one incomplete application, reducing the total amount of funds requested to \$1,741,923.54. The Distribution Committee met on September 20 regarding the remaining 71 applications for the grant cycle.

**Need one Board motion to approve all of the following quarterly grants with a grand total of: \$194,332.80**

**Donor Advised:**

❖ **Collins ‘Great Outdoor’ Fund - \$5,700**

- Southside Area Tennis Association – \$3,000 – to sponsor 2023 Fall Tennis League shirts
- St. Francis Episcopal Church – \$1,200 – to maintain church garden
- Town of Chatham – \$1,500 – to support the installation of a playground set in Frances Hurt Park

❖ **Dan River Inc. Endowment Fund –\$150,845**

- United Way of Danville-Pittsylvania County - \$87,345 - unrestricted
- Averett University - \$25,000 - to support the entrance fund
- Averett University - \$2,000 – to support the college fund
- Averett University - \$8,500 – to support the BSN student nursing scholarships
- Averett University - \$5,000 – to support the online program
- Danville Community College - \$1,000 – to support the golf tournament
- Danville Community College - \$7,000 – to support the nursing program
- Danville Community College - \$2,000 – to support the DCC workforce success student career coaches
- Danville Community College - \$500 – Knights to the Rescue
- Danville Museum of Fine Arts and History - \$2,500 – unrestricted
- Danville Symphony Orchestra - \$1,500 – unrestricted
- God’s Storehouse - \$3,000 – unrestricted
- House of Hope - \$3,500 – unrestricted
- God’s Pit Crew - \$2,000 – to support hurricane relief

- ❖ **Gary A. and Sherry M. Carroll “Good for Youth” Fund - \$452**
  - North Main Baptist Church - \$646 – to support youth camps
- ❖ **The Wednesday Club Endowment Fund - \$646**
  - Literacy Council of Danville-Project Literacy - \$646

**Designated:**

- ❖ **James L. Clark and Henrietta Clark Fund – \$5,539**
  - Danville Life Saving Crew and Rescue Squad – \$2,769.50 - unrestricted
  - Moffett Memorial Baptist Church – \$2,769.50 – unrestricted
- ❖ **Eugene Evans Library Fund - \$2,068**
  - Danville Public Library - \$2,068 – unrestricted
- ❖ **Juanita G. "Nita" Grant Fund - \$2,784**
  - Averett University - \$1,392 – to benefit scholarships for students
  - First Baptist Church of Danville Endowment Fund - \$1,392 – to benefit the First Baptist Church of Danville Endowment Fund
- ❖ **Alma Courtney “Sigie” Perkinson Rose Fund - \$3,481**
  - Garden Club of Danville - \$3,481 - annual grant to maintain the Perkinson Rose Garden
- ❖ **Rippe Fund for Temple Beth Sholom - \$496**
  - Temple Beth Sholom – \$496 – to support the needs of the building and/or the congregation
- ❖ **Riverview Rotary Endowment Fund - \$2,293**
  - Riverview Rotary Foundation – \$2,293 – unrestricted
- ❖ **Pittsylvania Animal Shelter Fund - \$5,367.81**
  - Pittsylvania Pet Center - \$5,367.81 – to support modifications to the shelter and grounds for improvements not funded by the County or other governmental or private agencies, to promote animal care, shelter cleanliness, adoption of the maximum number of animals, and general operation of the shelter, where other funding is not available from government or other private sources, as determined by County officials
- ❖ **Caswell Family Medical Center Endowment Fund - \$8,166**
  - Compassion Health Care - \$210 – unrestricted from individual fund
  - Compassion Health Care - \$7,956 – unrestricted from agency fund
- ❖ **Danville Museum of Fine Arts and History Endowment Fund - \$389**
  - Danville Museum of Fine Arts and History - \$6 – unrestricted from individual fund

- Danville Museum of Fine Arts and History - \$383 – unrestricted from agency fund

**Field of Interest:**

❖ **Hart Street Fund - \$419**

- Children's Home Society of Virginia - \$419 – to aid foster children in the transition as they age out of the system (The Possibilities Project)

❖ **Hospice Support Services Fund - \$5,867**

- Southern Area Agency on Aging - \$5,867 – to provide assistance with expenses not covered by insurance to Danville-Pittsylvania residents who have elected hospice benefits

**TOTAL for Recommended Grants: \$194,332.80**

**Danville Regional Foundation Funds for Re-Granting Information Sheet**

**2023-24 Amount of \$282,000—Payment is scheduled to be received 12/1/2023**

**We submitted a new three-year grant request to DRF and it was approved. Money was increased from \$250,000 to \$300,000 annually, minus a 6% administrative fee to us**

**GUIDELINES AND RESTRICTIONS**

**Funding may be used for:**

**Economic transformation, Education, Health and Wellness and Community Engagement**

**Funding is to be used for small and regional nonprofits explicitly addressing the needs of people within the Danville Regional Foundation service area**

**Danville, Pittsylvania County and Caswell County**

**No single re-grant can exceed \$25,000**

**Recipients may only receive funding for two of the three years**

**Funds may not be used for any advocacy or lobbyist work**

**Funds may not be used for governmental agencies/entities, local governments**

**No funding to organizations that simultaneously are receiving 200K+ from DRF unless the funds are addressing a different effort.**

**Any repurpose request may not exceed 10% without written approval from DRF and only in the case where the budget total remains the same. All additions or deletions from line items or varying total cost from original request must be pre-approved by DRF program officer**