

Develop a working group structure draft: Draft 3–4 potential workgroup options (based on the work areas emerging from the best-practices matrix) so the committee can assign focused work and meet the November deadline.

Draft Project Sub-Groups

1. *Eligible Projects & Proposals Sub-Group*
 - a. Develop definition and criteria for eligible proposals;
 - b. Provide limits on funding per proposal;
 - c. Applicant requirements;
 - d. Define proposal and funding timelines;
 - e. Process for sharing proposals and voting guidelines.

2. *Community Building & Outreach Sub-Group*
 - a. Define community vision and goals;
 - b. Organize outreach efforts (surveys, forums, community meetings, etc.);
 - c. Engage with community-based organizations;

3. *Rulebook & Online Organization Sub-Group*
 - a. Provide draft of rulebook for the entire board by September meeting (final rulebook in October);
 - b. Define process vision and goals;
 - c. Define timeline for full expenditure of all funds;
 - d. Develop online presence and platform.