

Site Coordinator Report Project 2007 W&S QX 0236

Period of Report: November 20, 2008 – December 20, 2008

Page 1 of _1_

Submitted by: Carol Scroggins, Site Coordinator
Signature: _____

Delia Garcia, Steering Committee Chair
Initials: _____

Duties

Activities

1	Liaison for funded partners and committees with community	In collaboration with the Steering Committee Chair, convened the funded partners to provide input on the budget development process
2	Monitor program activities, re: the M.O.A.	The MOA will be revisited for possible modifications when the finally approved by the CCDO.
3	Facilitate the governance role of the Weed and Seed Steering Committee, through such activities as data gathering, program reporting, meeting support.	No activity occurred, pending final budget approval
4	Increase participation in seeding activities by neighborhood and external stakeholders with an emphasis on public services and businesses serving the site area.	No activity occurred, pending final budget approval
5	Establish a system to maintain identification of community needs in the target area and develop options for meeting those needs	Met with both the Weed and the Seed committees to revise objectives for these activities in the community – the objectives will enable us to focus upon which community needs to prioritize
6	Pursue sustainable sources of funding and social capital for the Weed and Seed strategy.	No activity.
7	Guide and assist the Weed and Seed Steering Committee, identifying and coordinating resources, networking with City and County officials	No activity
6	Develop a program for volunteer recruitment and training	No activity
9	Provide the Steering Committee with monthly written reports regarding activities and progress during the proceeding month, and develop quarterly reports to file with the Department of Justice	Coordinator report given at the December 10 Steering Committee meeting – main activity is seeking a neighborhood office for the project