

**SPECIAL ALCOHOL FUND ADVISORY COMMITTEE**  
**Calendar for 2019-2020**

<b>DATE</b>	<b>FUNCTION</b>	<b>ACTION</b>
<b>Thursday, September 19, 2019</b> 6:00 p.m., Harmon Rm.	<b>September Meeting</b>	Organization meeting / Determine Site Visit Teams. Review Forms and Mid Year Report (Liaison will have sent prior to meeting)
October 2019	<b>Fall Site Visits</b>	No Meeting, but Site Visits will be conducted and reports are due back by <b>Thursday, October 31, 2019.</b>
<b>Wednesday, November 13, 2019</b> 6:00 p.m., Harmon Rm.	<b>November Meeting</b>	Year end meeting for previous year funding. Review Site visit reports and members will discuss how their agencies were able to use the funds. Contracts will be sent to agencies for 2020 funding.
January 31, 2020	<b>Annual Report Due</b>	Agency reports are due to City by <b>Friday, January 31, 2020.</b>
<b>Wednesday, February 12, 2020</b> 6:00 p.m., Harmon Rm.	<b>February Meeting</b>	Members will review application for the 2021 funding year and assign Spring Site Visit Teams <sup>1</sup> .
February 2020	<b>Public Notice</b>	Publication of notice of allocations applications in Mercury and put application online
March 29, 2020	<b>Application Deadline</b>	Deadline for agencies' 2021 funding applications
<b>Tuesday, March 31, 2020</b> 4:30 p.m., Greer Rm.	<b>Pre-Meeting</b>	Subcommittee reviews applications for completeness; compile packets for Committee review
<b>Wednesday, April 8, 2020</b> 6:00 p.m., Harmon Rm.	<b>April Meeting</b>	Review applications and assign hearing dates and times for agencies
April 1-5, 2020	<b>Notification of Applicants</b>	Notify applicants of receipt of applications (request required information for incomplete applications), team assignments, site visits, public hearing date
April 2020	<b>Spring Site Visits</b>	Focus on 2021 requests / 2020 1st quarter progress. Site visit report due prior to agency hearing. Site visits will be due by <b>Thursday, April 30, 2020 (if applicable).</b>
<b>Wednesday, May 6, 2020</b> <b>Thursday, May 7, 2020</b> <b>Wednesday, May 13, 2020</b> 6:00 p.m. Harmon Rm.	<b>Public Hearings</b>	Public Hearings for 2021 requests. Projected budget for upcoming budget year will be presented to Committee members. Special Alcohol allocation hearings discussion. Prepare Presentation to Commission
<b>Thursday, May 14, 2020</b> 6:00 p.m., Harmon Rm.	<b>Deliberations</b>	Discussion of 2021 funding recommendations. Election of new officers.
<b>June 2020</b>	<b>Coordinate PowerPoint</b>	Liaison and Committee chair will coordinate to complete the City Commission PowerPoint presentation.
<b>Tuesday, June 23, 2020</b> 5:30 p.m., City Commission Rm.	<b>Commission Work Session</b>	Outside Agencies present budget requests

<sup>1</sup>. *Per resolution number 110414-B, Spring site visits are **not** mandatory; they are at the committee's discretion if they would like to learn more about any one agency.*