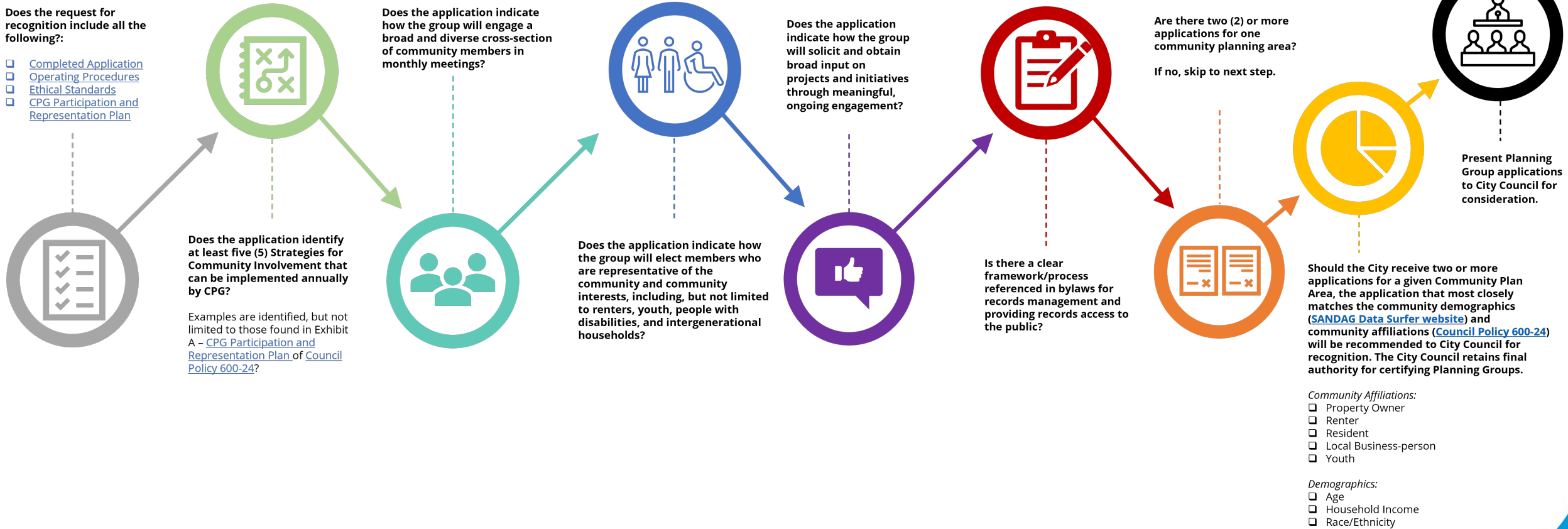# Evaluative Process

Does the request for recognition include all the following?:

- ❏ Completed Application
- ❏ Operating Procedures
- ❏ Ethical Standards
- ❏ CPG Participation and Representation Plan

Does the application indicate how the group will engage a broad and diverse cross-section of community members in monthly meetings?

Does the application indicate how the group will solicit and obtain broad input on projects and initiatives through meaningful, ongoing engagement?

Are there two (2) or more applications for one community planning area?

If no, skip to next step.

Does the application identify at least five (5) Strategies for Community Involvement that can be implemented annually by CPG?

Examples are identified, but not limited to those found in Exhibit A – CPG Participation and Representation Plan of Council Policy 600-24?

Does the application indicate how the group will elect members who are representative of the community and community interests, including, but not limited to renters, youth, people with disabilities, and intergenerational households?

Is there a clear framework/process referenced in bylaws for records management and providing records access to the public?

Present Planning Group applications to City Council for consideration.

Should the City receive two or more applications for a given Community Plan Area, the application that most closely matches the community demographics (SANDAG Data Surfer website) and community affiliations (Council Policy 600-24) will be recommended to City Council for recognition. The City Council retains final authority for certifying Planning Groups.

Community Affiliations:
- ❏ Property Owner
- ❏ Renter
- ❏ Resident
- ❏ Local Business-person
- ❏ Youth

Demographics:
- ❏ Age
- ❏ Household Income
- ❏ Race/Ethnicity

*Application is incomplete if it does not meet any of these steps. City staff will contact applicant to address missing requirements.