



Winter Legislative, Policy and Professional Development Meeting

January 24-26, 2018

Pre-Conference Training - January 23, 2018

Draft Agenda

Tuesday, January 23, 2018

Registration

12:00 pm – 5:00 pm

PRE-CONFERENCE TRAINING

9:00 am – 4:00 pm

CDBG Basics Training

HOME Basics Training

Subrecipient Management Training

Hill Visits

1:00 pm – 4:00 pm

Talking Points will be available in the conference packets to help in this endeavor. Please schedule these meetings ahead of time with your Congressional offices.

SUBCOMMITTEE MEETINGS

4:30 pm – 5:30 pm

Community Development Program and Policy Subcommittee

Planning and Professional Development Subcommittee

Economic Development Program and Policy Subcommittee

Wednesday, January 24, 2018

Registration & Continental Breakfast

Registration - 8:00 am – 5:00 pm; Breakfast - 8:00 am – 9:00 am

PLENARY SESSION

9:00 am – 10:00 am

Congressional Update: Outlook for FY19 CDBG and HOME Funding

SUBCOMMITTEE MEETINGS

10:00 am – 11:00 am

Housing Program and Policy Subcommittee

Membership Subcommittee

Technology Subcommittee

Hill Visits/Lunch on Your Own

11:00 am – 1:30 pm

Talking Points will be available in the conference packets to help in this endeavor. Please schedule these meetings ahead of time with your Congressional offices.

WORKSHOP

1:30 pm – 3:30 pm

Planning Track: AFFH: Local Government Assessment Tool Part 1

This workshop will delve into the development of the Assessment of Fair Housing (AFH) Tool; the process, what is required, practical advice on development of the Tool, advice on building partnerships with your PHA, pros and cons of developing the Tool inhouse vs using a consultant, and translating the AFH Tool goals into the consolidated plan.

Grants Management Track: Davis Bacon and Section 3

This workshop will focus on contract requirements, monitoring, and Section 3 best practices.

Housing Track: Community Land Trusts and Land Banks

This workshop will provide information on Community Land Trusts and Land Banks; how they work; how they differ; and how they can be used to assist in developing affordable housing, including areas where the housing market is growing.

Economic Development Track: Using CDBG for Economic Development

This workshop will provide information on using CDBG to develop successful economic development projects, including mixed-used developments; strategies for encouraging local partnerships and investment; achieving job creation/retention commitments; and job creation best practices.

3:30 pm – 5:30 pm

Planning Track: AFFH: Local Government Assessment Tool Part 2

This workshop will examine the use of HUD's data mapping tools in developing the AFH Tool. The workshop will also focus on citizen participation - how to gather good data and how to analyze it, and how to engage the public and drive participation.

Community Development Track: Housing Rehab Contracting

This workshop will focus on contract bidding, attracting and retaining good contractors, and how to establish standards for contractors that are reasonable and enforceable.

Housing Track: Complex HOME Issues

This workshop will focus on subsidy layering, HOME match, the UPCS requirements within HOME, and written agreements.

Management Track: Conflict Resolution

Thursday, January 25, 2018

Registration & Continental Breakfast

Registration - 8:00 am – 5:00 pm; Breakfast - 8:00 am – 9:00 am

PLENARY SESSION

8:30 am – 10:00 am

HUD Policy Update

10:00 am – 10:10 am Break

WORKSHOPS

10:10 am – 12 noon

Economic Development/Fiscal Track: Basic ED Underwriting

This workshop will provide basic information and examples of underwriting economic development projects.

Housing Track: Access to Credit and Homeownership for LMI People

This workshop will focus on innovative approaches to leveraging new resources to assist low- and moderate-income persons to access credit and prepare for homeownership.

Fiscal Track: Common Procurement Issues

Technology Track: IDIS FAQs

This workshop will cover some of the most common problems encountered by grantees in using IDIS.

Board of Directors Luncheon Meeting

12 noon – 1:30 pm

TRAINING

1:30 pm – 3:30 pm

Housing Track: Affordable Housing Solutions

This workshop will focus on different options for developing affordable housing including inclusionary zoning, housing levies and other options. The session will also focus on how to attract public support for these options and how to develop policies and ordinances around these options.

Economic Development Track: Section 108 Best Practices

This session will focus on how Section 108 has been used creatively to finance large-scale affordable housing and economic development projects as well as public improvements and public services. The training will also provide information on the use of Neighborhood Revitalization Strategy Areas (NRSAs) to increase the flexibility of Section 108 as well as information on successful repayment strategies.

Fiscal Track: HUD Monitoring

This workshop will provide best practices from grantees on how to ace HUD's monitoring of your programs, including important records management tips, the use of check-off lists, preparing your subrecipients, and the latest monitoring focus by HUD.

Management Track: Performance Goals for Employees

3:30 pm – 5:30 pm

Community Development/Housing Track: CDBG and HOME Program Efficiencies

This workshop will provide methods for streamlining your CDBG and HOME programs, including efficient project and program management tips, and how to incorporate quality control systems within your programs to alleviate inefficiencies.

Housing/Fiscal Track: Basic HOME Underwriting

This workshop will provide basic information and examples of underwriting HOME-funded projects.

Planning/Technology Track: Creating a CAPER

This workshop will provide the cliffs notes version of developing a CAPER, from beginning to end.

Management Track: Motivating Employees and Inspiring Employee Performance**Regional Caucus Meetings**

(Open to all Conference

Participants)

5:30 pm – 6:00 pm

- Region I & II (New England/NY/NJ)
- Region III & IV (Mid-Atlantic/Southeast – VA, WV, MD, DE, PA, AL, FL, GA, KY, MS, NC, PR, TN, USVI)
- Region V/VII/VIII (Midwest/Great Plains – IA, IN, KS, MI, MN, MO, NE, OH, WI, MT, ND, SD)
Region VI (Southwest - TX, NM, OK, AR, LA)
- Region IX (Pacific – American Samoa, AZ, CA, HI, NV, UT)
- Region X (Northwest – WA, OR, ID, AK)

Conference Reception

7:00 pm – 10:00 pm

Friday, January 26, 2018

Registration Continental Breakfast

8:00 am – 5:00 pm

CONCURRENT SESSIONS

9:00 am – 10:00 am

Community Development Track: Allocation of Costs

This session will focus on the development of a cost allocation plan to allot and track direct and indirect costs within your CDBG program.

Housing/Community Development Track: Ideas for Developing CHDOs and CBDOs

This session will look at best practices for developing Community Housing Development Organizations (CHDOs) and Community Based Development Organizations (CBDOs).

Planning Track: Regional Collaborations

This session will focus on how to work within your geographic region to develop partnerships to create affordable housing, including fair housing opportunities, and leverage resources for other project development.

Management Track: Succession Planning

ROUNDTABLE DISCUSSIONS

10:00 am – 11:00 am

- *ESG/Continuum of Care Q&A*
- *Ensuring CDBG Compliance in Code Enforcement Programs*
- *Model Financial Policies and Procedures*
- *Program Income*
- *NCDA Disaster Recovery Working Group (CDBG-DR Course Development)*
- *Expenditure Timeliness*
- *Changing Your Program Year to Accommodate Late Grant Agreements*

11:00 am – 11:10 am Break

PLENARY SESSION

11:10 am – 12:30 pm

Community Development Best Practices

PLENARY SESSION

12:30 pm – 2:00 pm

Audrey Nelson Community Development Achievement Awards Luncheon

Hill Visits

2:00 pm – 4:00 pm

Talking Points will be available in the conference packets to help in this endeavor. Please schedule these meetings ahead of time with your Congressional offices.

Hotel Meeting Rooms Map

NCDA Meetings are all in Rooms in Red Circle

