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# DRAFT AGENDA

# *This agenda is subject to change before becoming final*

# 2024 NCDA Winter Legislative, Policy, and Professional Development Meeting

# Washington, DC – January 31-February 2, 2024

# Pre-Conference Training: January 30, 2024

**#NCDA2024DC #CDBG50**

*NCDA members are encouraged to schedule Congressional visits during the conference to educate Congress on the importance of CDBG and HOME, how the funds are being used back home, and the need for more funding. There are several allotted times in the agenda for meeting with your Congressional Members. These meetings are not mandatory but are encouraged.*

Note to NCDA Members who are **AICP** credentialled: NCDA has been approved as an **AICP** **Certification Maintenance (CM) provider**. Some of the sessions below are qualified CM events. These events will be marked with the following symbol (where the number equals the number of CM credits)**:** CM **I** 6. *To receive CM credit, you must sign in and remain for the entire session.*

**TUESDAY, JANUARY 30 – Pre-Conference Training**

8:00 am – 9:00 am **Pre-Conference Training Check-In – L’Enfant Ballroom Foyer**

9:00 am – 4:00 pm **Preconference Training**

* IDIS Primer - CM I 6.0

This course provides an overview of IDIS for CDBG grantees and HOME participating jurisdictions. It briefly covers the Consolidated/Annual Plans, CAPER report, and receipting/drawing funds. It will also touch on how to address problems that arise throughout the year. Most importantly, it helps communities understand how to tie the electronic environment of IDIS to program files, public meetings, and beneficiaries. This course is appropriate for anyone who works with IDIS.

* HOME Basics Program Primer - CM I 6.0

If you are new to the HOME Program, with less than one year of experience, this Primer will serve as a prerequisite to the intensive, online HOME Basics Course. The Primer will provide a basic but comprehensive overview of the HOME program including regulations, eligible activities, general program requirements and administration.

* CDBG Basics Primer - CM I 6.0

This training covers the fundamentals of CDBG including national objectives and

eligible activities, eligible costs and regulations, limitations on expenditures, program

administration, financial management, monitoring, crosscutting Federal requirements overview, conflict of interest, and resources.

* Subrecipient Management Primer - CM I 6.0

Primer focuses on subrecipients engaged in delivering public service activities. The management and oversight principles are applicable for all Consolidated Plan programsubrecipient activities. The course follows the CDBG subrecipient management process linearly, starting with establishing priorities in the Consolidated Plan and concluding with HUD’s role in overseeing the grantee’s relationship with its subrecipients.

1:00 pm – 4:00 pm **Hill Visits**

*Please arrange the visits ahead of time with your Congressional offices. These visits are not mandatory.*

3:30 pm – 5:30 pm **Conference Early Registration – L’Enfant Ballroom Foyer**

# WEDNESDAY, JANUARY 31

8:00 am – 9:00 am **Breakfast *-* L’Enfant Ballroom Foyer**

8:00 am – 5:00 pm **Registration/Information Desk - L’Enfant Ballroom Foyer**

9:00 am – 9:50 am **Plenary Session: CDBG 50th Anniversary Activities – CDBG Coalition, HUD**  **L’Enfant Ballroom Foyer**

The CDBG program turns 50 in 2024. Hear how NCDA, the CDBG Coalition, and HUD plan to celebrate this milestone and how you can get involved.

Moderator:

Speakers:

Claudia Monterrosa, Deputy Assistant Secretary for Grant Programs, Office of Community Planning and Development, U.S. Department of Housing and Urban Development

Vicki Watson, NCDA Executive Director

9:50 am – 10:05 am Break

10:10 am – 11:00 am **Concurrent Sessions**

### Action Plan – Tips and Tricks for Success – The Action Plan, for Entitlement Communities, comes up every year, along with some frustration, challenges and uncertainty. Make your Action Plan development smoother with these tips, tricks and best practices from our member communities.

### Moderator: Los Angeles County

### Speakers: Emily Codilla and Celia Luong, Los Angeles County

### Housing Your Homeless Neighbors – Creating Permanent Housing – Looking for a solution to end homelessness? Communities will discuss creating permanent affordable housing for those experiencing homelessness.

### Moderator:

### Speakers: Rita Parise, Housing Administrator City of Columbus, OH

### Communicating Effectively with Elected Officials – In your Community Development role, there are numerous opportunities to communicate with your local mayor, council or commissioner members, along with meeting with legislative representatives in Congress. Your communication builds relationships, increases knowledge about our programs and garners budget support. Avoid pitfalls and learn best practices from NCDA members.

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### Moderator:

### Speakers: Deja Anderson, Director, Division of Community Development, Jersey City, NJ

11:15 am – 12:00 pm **Concurrent Sessions**

**Area-Wide Benefit Projects for Your Community** – Some NCDA Member Communities use CDBG for an activity that is available to benefit all the residents of an area, as long as 51% of the residents qualify as LMI. As members share these projects, see what applies to your community.

Moderator: Los Angeles County

Speakers:

David Bachrach, Community Development Director, City of East Providence, RI

Jo Ann Eros-Delgado and Maria Urzua

**Breaking Down IDIS Reports** - Ever wonder exactly how to do the PR26 or read PR56 for timeliness? This session will break down several IDIS reports, how to pull, understand and use the reports effectively.

Moderator:

Speaker: Heather Johnson, Davenport, IA

**Succession Planning – Ensuring Future Programs Today –** As we celebrate 50 years of CDBG, we also celebrate the retirement of many long-time community development professionals. Years of experience, institutional knowledge and wisdom leave with them; yet our programs must go on. Have you identified candidates who may succeed you in your position? Have you created a professional development plan to help them grow and transition? Take away some strategies to help you and your department plan for future success.

Moderator:

Speakers:

12:00 pm – 2:00 pm **Hill Visits/Lunch on Your Own**

*Please arrange the visits ahead of time with your Congressional offices.*

2:00 pm – 3:30pm **Plenary Session: Program Updates from HUD HQ Staff**

This not to be missed session will provide important HUD program updates on CDBG, HOME, ESG, Continuum of Care, Housing Counseling, and Fair Housing including new policy initiatives and upcoming proposed rules

Moderator: Vicki Watson, NCDA Executive Director

### Speakers:

### Jessie Handforth Kome, Director, Office of Block Grant Assistance, U.S. Department of Housing and Urban Development, Washington, DC (invited)

### Virginia Sardone, Director, Office of Affordable Housing Programs, U.S. Department of Housing and Urban Development, Washington, DC

### Karen DeBlasio, Director, Program Coordination and Analysis Division, Office of Special Needs Assistance Programs, U.S. Department of Housing and Urban Development, Washington, DC

3:30 pm – 3:45 pm Break

3:45 pm – 4:45 pm **Concurrent Sessions**

### HOME-ARP Program Implementation Join NCDA member communities as they discuss the implementation of approved HOME ARP activities, the challenges they face and the lessons learned.

### Moderator:

### Speakers:

### Ethical Conduct in the Administration of CDBG Funds

### During this session, HUD staff will provide information on an ethics approach to CDBG grants administration.

### Moderator:

### Speakers:

### Tiered Environmental Reviews – When is a broad-level review used in conjunction with site-specific reviews? Is this process more efficient? When exact addresses are not known in advance, a tiered approach works. This session will explain the specifics of tiered reviews and how to make them work for your municipality.

**THURSDAY, FEBRUARY 1**

8:00 am -9:00 am **Breakfast – L’Enfant Ballroom Foyer**

8:00 am – 5:00 pm **Registration/Information Desk - L’Enfant Ballroom Foyer**

9:00 am – 10:00 am **Plenary Session:** **CDBG 50th Anniversary - Transformational CDBG Projects - L’Enfant Ballroom**

To celebrate the 50th anniversary of the CDBG program and acknowledge the transformational power of the program, this session will explore the use of CDBG funds to support long-term, systemic, and sustainable change in neighborhoods.

Moderator: Vicki Watson

10:00 am – 10:15 am Break

10:15 am – 11:15 am **Plenary Session: Using Treasury State and Local Fiscal Recovery Funds for CDBG Activities – L’Enfant Ballroom**

This session will provide information on a new rule that allows the use of the American Rescue Plan Act (ARPA) Treasury State and Local Fiscal Recovery Funds (SLFRF) for CDBG activities.

Moderator: Vicki Watson

Speaker: Veronica Soto, Director, State and Local Fiscal Recovery Funds Program, U.S. Department of the Treasury, Washington, DC

11:15 am – 11:30 am Break

11:30 am – 12:30 pm **Concurrent Sessions**

* + - * Preparing for HUD Monitoring
      * Financial Management: 2CFR 200 Cost Principles
      * Davis-Bacon Compliance

12:30 pm – 2:30 pm **Hill Visits/Lunch on Your Own**

*Please arrange the visits ahead of time with your Congressional offices. These visits are not mandatory.*

12:30 pm – 2:30 pm **Board of Directors Luncheon Meeting - Archives**

2:45 pm - 3:45 pm **Roundtable Discussions**

* CDBG Subrecipient Agreements -Peggy Daniels, Grants Administrator, West Valley City, UT
* Closing Out Program Years
* Subsidy Layering
* Grant Based Accounting
* Maintaining a Level of Service with Changing Staff – Facilitator – Terri Holmes, Assistant Director, City of Durham, NC
* Running a Successful NCDA Region – Open to Officers and Interested Leaders – Kevin Howard
* Small Entitlements Under $1 Million in CDBG – Facilitator - Ellen Fillo, Newburgh, NY
* Medium Entitlements Receiving $1 M - $5M in CDBG
* Large Entitlements Receiving more than $5 Million in CDBG – Facilitator Sharon Burkley
* Loans or Grants for CDBG and/or HOME Projects
* Miscellaneous Questions – Facilitator, Terrance Jones
* Want to be an NCDA trainer?

4:00 pm – 5:00 pm **Regional Caucus Meetings (Open to All Conference Participants)**

Region I (New England)

Region II (NY/NJ)

Region III & IV (Mid-Atlantic/Southeast)

Region V (Midwest)

Region VI (Southwest)

Region VII/VIII (Great Plains)

Region IX (Pacific)

Region X (Northwest)

7:00 pm – 10:00 pm **Conference Reception – L’Enfant Ballroom**

# FRIDAY, FEBRUARY 2

8:00 am – 12:00 pm **Registration/Information – L-Enfant Ballroom Foyer**

8:00 am – 9:00 am **Breakfast – L’Enfant Ballroom Foyer**

9:00 am – 10:00 am **Roundtable Discussions (Repeated)**

* CDBG Subrecipient Agreements -Peggy Daniels, Grants Administrator, West Valley City, UT
* Closing Out Program Years
* Subsidy Layering
* Grant Based Accounting
* Maintaining a Level of Service with Changing Staff – Facilitator – Terri Holmes, Assistant Director, City of Durham, NC
* Running a Successful NCDA Region – Open to Officers and Interested Leaders – Kevin Howard
* Small Entitlements Under $1 Million in CDBG – Facilitator - Ellen Fillo, Newburgh, NY
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* Loans or Grants for CDBG and/or HOME Projects
* Miscellaneous Questions – Facilitator, Terrance Jones
* Want to be an NCDA trainer?

10:00 am – 10:15 am Break

10:15 am – 11:15 am **Concurrent Sessions**

### Economic Development: Leveraging your CDBG funds through HUD’s Section 108 – HUD Staff

### Fair Housing Compliance

### Strategies to Remove Barriers to Affordable Housing

11:15 am – 11:30 am Break

11:30 am – 1:00: pm **Plenary Session: Community Development Best Practices – L’Enfant Ballroom** Winners of the 2024 Audrey Nelson Community Development Achievement Award will present their outstanding community development projects.

Moderator: Vicki Watson

1:00 pm – 2:30 pm **Awards Luncheon**