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***55th Annual Conference***

***Cambridge, MA***

***June 12-14, 2024 (Pre-Conference Training: June 11)***

***Final Agenda***

Note to NCDA Members who are **AICP** credentialled: NCDA is an approved **AICP** **Certification Maintenance (CM) provider**. Eligible sessions are marked with the following symbol (where the number equals the number of CM credits)**: CM I 1.5**



# TUESDAY, JUNE 11 | 9:00 AM – 4:00 PM

# (All Times Eastern)

*Pre-Conference Training Registration: 8:00 pm – 9:00 am*

*Conference Registration: 3:00 pm – 5:00 pm*

**9:00 am – 4:00 pm**

**Preconference Training – Concurrent Sessions**

**CDBG Basics Primer** – CM I 6.0 – *Amesbury D*

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.

Trainer: John Callow, Murfreesboro, TN

**HOME Underwriting** – CM I 6.0 – *Central Square*

This training will focus on the HOME underwriting/subsidy layering requirements. The training is based upon the latest guidance from HUD on how to conduct underwriting and subsidy layering for homebuyer and rental development projects. At least 1 year of HOME program experience is recommended for this training.

Trainer: George Mensah, Miami, FL

**Con Plan Primer** – CM I 6.0 – *Harvard Square*

This training provides an overview of Consolidated Planning for CDBG grantees and HOME participating jurisdictions. It covers the Citizen Participation Plan, the public input consultation requirements, and the preparation of the plan. It will also touch on how to address equity and inclusion in the process. Most importantly, it will help communities understand their responsibilities regarding the use of Federal funds. The training is appropriate for anyone who works on preparing the Consolidated Plan/Annual Plans or who works with CDBG or HOME funding.

Trainer: Shirletta Best, McKinney, TX

**CDBG Rehab Primer**– CM I 6.0 – *Porter Square*

This training will assist new and existing practitioners in enhancing their knowledge on how to start and effectively run a rehab program using Community Development Block Grant (CDBG) Funds awarded by the U.S. Department of Housing and Urban Development. Also providing practitioners the Nuts and Bolts of the owner-occupied rehab program & acquisition rehabilitation program.

Trainer: Kevin Howard, Little Rock, AR

**3:00 – 4:30 pm**

**Bloomberg Center for Cities at Harvard University Event (Pre-Registration Required)**

***Leveraging Data and Collaboration to Improve Neighborhoods***

[Harvard University’s Bloomberg Center for Cities](https://cities.harvard.edu/), will host an event open to NCDA conference attendees and Harvard affiliates. The event will be a panel format with presentations and discussions that combine the thematic area of neighborhood improvements with capacity development in data utilization and cross-boundary collaboration. The event will provide time for networking and can accommodate up to 82 pre-registered attendees. It will be telecast, and later available on YouTube, in partnership with [Helix](https://teach.extension.harvard.edu/helix-forum) studios. Refreshments will be provided.

*Conference Registration: 3:00 pm – 5:00 pm – must have wristband for Networking Event*

**5:30 pm –8:30 pm**

**Pre-Conference Networking Event – MIT (Pre-Registration Required)**

*Little Theatre at MIT's Kresge Auditorium, 48 Massachusetts Ave, Cambridge*

There will be a panel format of speakers on cross cutting issues for CDBG and a reception with

hors d'oeuvres thereafter. This event will provide time for networking and can accommodate

up to 200 pre-registered attendees.

# Wednesday, JUNE 12 | 9:00 AM – 9:00 PM

*Conference Registration and Information: 8:00 am – 5:00 pm*

**7:45 am – 8:45 am**

**Breakfast** – ***Riverside Pavilion***

**9:00 am – 9:15 am**

**Conference Welcome** – ***Amesbury Ballroom***

* Vicki Watson, NCDA Executive Director
* Shirletta Best, NCDA President
* Yi-An Huang, City Manager City of Cambridge MA
* E. Denise Simmons, The Honorable Mayor, Cambridge, MA

**9:15 am – 9:45 am**

**What CDBG Has Done for Cambridge - *Amesbury Ballroom***

* Speaker: Sandra Clarke, Deputy Director and Chief Administration Officer for Community Development Cambridge, MA

## 9:45 am – 10:00 am

## Break

## 10:00 am – 11:45 am

## HUD Federal Program Update (Plenary Session) – CM I 1.75 *Amesbury Ballroom*

Hear the latest program updates on HUD’s Office of Community Planning and Development Programs – CDBG, CDBG-CV, HOME, HOME-ARP, Continuum of Care, ESG.

Moderator: Vicki Watson, NCDA Executive Director

Speakers:

* Kim Nash, Interim Director, Office of Block Grant Assistance, U.S. Department of Housing and Urban Development, Washington, DC
* Peter Huber, Deputy Director, Office of Affordable Housing Programs, Office of Community

Planning and Development, U.S. Department of Housing and Urban Development,

Washington, DC

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

Development, Washington, DC

**12:00 am – 12:45 pm**

**Concurrent Sessions**

**River’s Edge: Reflections from a Partnership Approach Using Section 108 –** CM I 0.75 ***Amesbury Ballroom***

CDBG’s Section 108 Loan Guarantee can be used to finance visionary projects that can support transformation in communities and encourage its use.

In 2008 three communities along the Malden River worked collaboratively to clean up and transform a former industrial waterfront area into a vibrant space for their communities. Representatives from the cities of Malden, Medford, and Everett, Massachusetts will walk through how their cities planned and undertook the complex cleanup of an underutilized 215-acre former industrial site that spanned all three jurisdictions. Their cities efforts ultimately resulted in a vibrant live-work community located along the beautiful Malden River, steps from transit, and 5 miles from Downtown Boston.

Moderator: Adam Ploetz, Program Manager, HUD

Speakers:

* Alex Pratt, Deputy Director, Housing and Community Development, City of Malden, MA
* Matt Lattanze, Director of Planning & Development, City of Everett, MA
* Alice Hunt, Director, Planning, Development & Sustainability, Medford, MA
* John Preotle, Partner, Preotle, Lane & Associates
* Deborah Burke, Director of the Office of Strategic Planning and Community Development, City of Malden, MA

**Homeownership Activities with HOME –** CM I 0.75 ***Harvard Square***

HOME’s dedicated use for affordable housing activities contributes significantly to meeting the housing needs of a local municipality. Learn how some of our NCDA members use HOME funds to increase or preserve affordable homeownership in their communities.

Moderator: Adrienne Stitt, Birmingham, AL

Speakers:

* Kevin Howard, Director, City of Little Rock, AR
* Belle LeBlanc, MPA, Human Services Manager, City of Lafayette, LA

**Best Practices for Ending Homelessness -** CM I 0.75 **– *Porter Square***

The numbers of persons experiencing homelessness around the United States have increased exponentially over the years and especially since post-pandemic. Yet there are communities who have eliminated sub-populations of homelessness – veterans, families, unaccompanied youth. With a focus on re-housing, cooperation with CoC’s and multiple agencies, as well as effective use of limited resources, listen as NCDA member communities share best practices for ending homelessness in their cities and counties.

Moderator: Sean Glennon, Community Development Director, City of Quincy, MA

Speakers:

* Liz Rogers, Chief Strategy Officer, Fr. Bill’s & Mainspring
* April Connelly, Director of Programs, Pine Street Inn
* Tony Milner, Director, Salt Lake City, UT

**12:45 pm – 2:00 pm**

**Lunch on your own –** Box lunches will be available to purchase in the hotel for your convenience.

**2:00 pm – 2:45 pm**

**Concurrent Sessions**

**CDBG Best Practices Working with other City/County Departments –** CM I 0.75 - ***Harvard Square***

One of the many ways some CDBG grantees choose to deploy their grant funding is to partner with their City/County departments to complete projects needed in their communities. Projects can include sidewalks, public facilities, or infrastructure, even parks or senior services just to mention a few. Yet, internal departments can present some unexpected challenges. Our NCDA members will share their experiences and best practices for working with other departments.

Moderator: Angela Rahman, Kettering, OH

Speakers:

* Joann Delgado, Supervisor, Los Angeles County Development Authority
* Vanessa Estella, Development Specialist, Los Angeles County Development Authority
* Liz Murphy, Executive Director, City of Fitchburg, MA

**Tips for a Successful Hill Visit (DC) with Elected Officials or Staff- *Amesbury Ballroom***

A highlight during our Winter Legislative Conference includes Hill visits to our Senators and Congressional representatives. Now is the time to learn how to plan for a successful visit. What do you bring with you – success stories and handouts? What should you expect from your elected officials or their staff members. These NCDA pros will share their tips and experience.

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

Speakers:

* Sean Glennon, Community Development Director, City of Quincy, MA
* Philip Keeve, Grant Coordinator, West Valley City, UT
* Hans Mach, Community Development Administrator, McHenry County, IL

**Understanding Section 3** - CM I 0.75  **– *Porter Square***

Section 3 requires entitlement grantees to direct employment, training, and contracting opportunities to LMI persons and businesses. Grantees must track and report annually on their Section 3 activities. This session will help you better understand Section 3 requirements from other grantees.

Moderator: Lori Moring, New Bedford, MA

Speakers:

* Sherry Zou, Housing Programs Manager, City of Quincy, MA
* Patricia Ford, City of Detroit, MI

**2:45 pm – 3:00 pm**

**Break – Coffee**

**3:00 pm – 4:00 pm**

**Concurrent Sessions**

**CDBG – Increasing Grantee and Subrecipient Capacity –** CM I 1.00 -  ***Harvard Square***

Grantees are often faced with staff shortages and a limited number of partner organizations or departments to help deploy the grant funding effectively and efficiently. This session will provide information on how grantees have built capacity through new partnerships, program design, and other opportunities to ensure timely expenditure and proper management of these funds.

Moderator: Treva Gilligan, Assistant Director, Nashville, TN

Speakers:

* Shirletta Best, Community Services Administrator, McKinney, TX
* Heather Royal, Deputy Director, Salt Lake City, UT

**Best Practices to Preserve Affordable Housing** – CM I 1.00 -  ***Amesbury Ballroom***

After the Great Recession, communities across the country saw construction prices increase to levels that challenge affordability for both rental and homeownership. Therefore, preserving affordable housing in your city or county becomes a priority within your affordable housing strategy. What are NCDA members doing to preserve their affordable housing stock? This session will cover those best practices.

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

Speakers:

* Eric Keeler, Deputy Director, City of Alexandria, VA
* Rita Parise, Housing Administrator, City of Columbus, OH

**Management – Leadership Styles that Work –** CM I 1.00 -  ***Porter Square***

Leadership styles involve methods and behaviors used to direct, motivate and manage our teams. Sometimes leadership styles change over time or in different situations. Some team members respond better to different leadership styles. NCDA members will explore a variety of styles that work and correlate the styles to the work we do with our grant programs.

Moderator: Sean Glennon, Community Development Director, City of Quincy, MA

Speakers:

* Starr Webb-Allen, Senior Operations Manager, City of Charlotte, NC
* Peggy Daniel, Grants Administrator, West Valley City, UT
* Terri Porter Holmes, Assistant Director, Durham, NC

**4:00 pm – 4:15 pm**

**Break**

**4:15 pm – 5:15 pm** (all conference registrants are encouraged to attend)

**NCDA Regional Caucus Meetings**

* Region I (New England) – Amesbury Ballroom
* Region II (NY/NJ) – Amesbury Ballroom
* Region III & IV (Mid-Atlantic/Southeast) – Amesbury Ballroom
* Region V (Midwest) – Porter Square
* Region VI (Southwest) – Porter Square
* Region VII/VIII (Great Plains) – Harvard Square
* Region IX (Pacific) – Harvard Square
* Region X (Northwest) – Harvard Square

**6:00 pm – 9:00 pm**

**Evening Event**

Conference attendees can choose to attend a sporting event or a cocktail reception at the Peabody Museum. Preregistration was required, wristband needed for entry.

Buses for the Harvard event will begin boarding around 6 PM on Amesbury Street.

# THURSDAY, JUNE 13 | 9:00 AM – 10:00 PM

*Conference Registration and Information: 8:00 am – 5:00 pm*

**7:45 am – 8:45 am**

**Breakfast – Riverside Pavilion**

**8:55 am – 10:15 am**

**Plenary Session – CDBG: 50 Years of History, Progression and Resilience *-Amesbury Ballroom***

In celebration of the 50th anniversary of the CDBG program, this special session will feature speakers who worked with the program in its infancy. The session will explore the origins and evolution of the program intertwined with NCDA’s history and involvement in CDBG.

Moderator: Patrick Sullivan, Retired – Director of Housing and Community Development, City of New Bedford, MA

Speakers:

* Paul Webster, Director, Financial Management Division, Office of Block Grant Assistance, HUD, Washington, DC
* James Barnes, Retired HUD Director and Local Government Director
* Mark Tigan, Retired Associate Professor of Practice – Community Development and Planning, Clark University and Retired Community Development Director

**10:15am- 10:30 am**

**Break**

**10:30 am – 11:15 am**

**Concurrent Sessions**

**CAPER Tips and Tricks *Charles -*** CM I 0.75 -  ***View Ballroom***

Do you dread the approaching submittal deadline for the annual CAPER (Consolidated Annual Performance and Evaluation Report)? Remembering which activities go under which goal? How to assemble all the information and will it download into the E-Con Planning Suite? All these questions plus tips and tricks for making CAPER reporting a breeze will be addressed in this session.

Moderator: Beth Ulrich, Grants Program Administrator, St. Paul, MN

Speakers:

* Shelley Fugitt, Senior Community Development Program Manager, Nashville, TN
* Heather Johnson, Community Development Resources Manager, Davenport, IA

**Best Practices for Engaging Your Residents –** CM I 0.75 - ***Porter Square***

This session will focus on effective strategies for engaging your residents and, specifically, those being served by your CPD programs. Whether it’s low-and-moderate income households, households with lived experience with homelessness or business owners serving an LMI area, it is critical to hear from your citizens in the development of and your review of your Action Plan and Consolidated Plan. In this session, you will hear from NCDA member communities on best practices for engaging these population groups.

Moderator: Susan Fink, City of Lawrence, MA

Speakers:

* Aaron Clark, Neighborhood Planning Coordinator, Springfield, OH
* Alex Pratt, Deputy Director, City of Malden, MA

**Increasing Affordable Housing in Your Community –**CM I 0.75 - ***Amesbury Ballroom***

As our jurisdictions face increases in rents and sales prices for housing, the need for affordable housing has become more pronounced. What are NCDA members doing to increase affordable units in their communities? This session will explore housing policy, zoning, leveraging grant funds with other funding and more.

Moderator: Jessica Deegan, Grants Compliance Manager, St. Paul, MN

Speakers:

* Kevin Howard, Director, City of Little Rock, AR
* Chris Cotter, Housing Director, City of Cambridge, MA

**11:15 am – 11:30 am**

**Break**

**11:30 am – 12:15 pm**

**Round Tables**

As conference attendees gather in small groups around a specific topic, a seasoned NCDA member will facilitate the discussion in an open forum, allowing time to ask questions, share insights and network with other participants. These topics will be repeated the next day giving you an opportunity to choose another round table to attend.

**Charles View Ballroom**

* Are you a new Director? What to expect! Sean Glennon, City of Quincy, MA
* Benefits of CDBG Target Areas – Nancy Mikeska, Conroe, TX
* Documenting National Objectives in CDBG – Tammy Stratz, Wausau, WI

**Amesbury Ballroom**

* Working with Your Continuum of Care – Liz Mengers Magargee, Cambridge, MA
* Procurement Practices – Candyce Gabucci, City of Fort Smith, AR
* Job Creation Activities – David Bachrach, East Providence, RI
* Small Entitlements Under $1 Million in CDBG – Angela Rahman, Kettering, OH

**Porter Square**

* Medium Entitlements Receiving $1M - $5M in CDBG – Susan Fink, Lawrence, MA
* Large Entitlements Receiving Over $5M in CDBG – Emily Freedman, Providence, RI
* Miscellaneous Issues – Heather Royal, Salt Lake City, UT

**12:15 pm – 1:45 pm**

**Lunch on your own – hotel will provide boxed lunches to purchase**

**12:15 pm – 1:45 pm – Harvard Square**

**Board of Directors Luncheon Meeting**

**1:55 pm – 2:10 pm**

**Board the Buses for the Projects Tour**

**2:10 pm – 4:45 pm**

**Local Projects Tour**

Narrated bus tour of the innovative affordable housing and community development projects in Cambridge.

**7:00 pm – 10:00 pm**

**NCDA Conference Reception at the hotel – Riverside Pavilion – Please wear your namebadge!**

# FRIDAY, JUNE 14 | 9:00 AM – 2:30 PM

*Conference Registration and Information: 8:00 am – 12:00 pm*

**8:00 am – 8:45 am**

**Breakfast - *Riverside Pavilion***

**9:00 am – 10:00 am**

**Round Tables**– most sessions are repeated

**Charles View Ballroom**

* Are you a new Director? What to expect! Sean Glennon, Quincy, MA
* Benefits of CDBG Target Areas – Nancy Mikeska, Conroe, TX
* Documenting National Objectives with CDBG, Tammy Stratz, Wausau, WI

**Amesbury Ballroom**

* Working with Your Continuum of Care – Cambridge, MA
* Job Creation Activities – David Bachrach, East Providence, RI
* Small Entitlements Under $1 Million in CDBG – Angela Rahman, Kettering, OH

**Porter Square**

* Medium Entitlements Receiving $1 M - $5M in CDBG – Susan Fink, Lawrence, MA
* Large Entitlements Receiving Over $5M in CDBG – Emily Freedman, Providence, RI
* Miscellaneous Issues -Heather Royal, Salt Lake City, UT

**10:00 am – 10:15 am**

**Break**

**10:15 am – 11:15 am**

**Concurrent Sessions**

**CDBG Limited Clientele Activities – CM I 1.00 - Charles View Ballroom**

On of the three national objectives for the Community Development Block Grant program is to benefit low-and moderate-income persons. For many grantees, activities are offered to a specific group of people or limited clientele. Activities may be services, housing related or the creation or retention of jobs. In this session, NCDA members will discuss their best practices for conducting limited clientele activities with CDBG.

Moderator: Beth Ulrich, Grants Program Administrator, Saint Paul, MN

Speakers:

Dennis Newburn, Community Development Division Manager, City of Ashville, NC

Tammy Stratz, Director, City of Wausau, WI

**Best Practices for Internal and External Monitoring – CM I 1.00 - Porter Square**

Most grantees use partner departments or outside agencies to deploy funding and deliver activities for CDBG and HOME. As the administrator of these funds, it is important to ensure compliance with all grant regulations along with meeting the performance objectives! NCDA members will discuss their best practices for internal and external monitoring, mistakes that have been made and corrective actions.

Moderator:Tony Milner, Director, Salt Lake City, UT

Speakers:

Jessica Deegan, Grants Compliance Manager, St. Paul, MN

Heather Royal, Deputy Director, Salt Lake City, UT

**Management – Training and Professional Development for New and Seasoned Employees – CM I 1.00 - Amesbury Ballroom**

The key to achieving positive morale, hiring, and retaining your Community Development staff is often the training and professional development you make available to new and seasoned employees. Listen to NCDA Directors and managers as they discuss the tools they use to train their employees, including those available within the NCDA arsenal of training.

Moderator: Terri Porter Holmes, Assistant Director, City of Durham, NC

Speakers:

Sherry Zou, Housing Program Manager, City of Quincy, MA

Heather Johnson, Community Development Resources Manager, Davenport, IA

**11:30 am to 1:30 pm**

**Awards Luncheon and NCDA Business Meeting – *Amesbury Ballroom***

The winners of the John Sasso National Community Development Week Award and other award recipients will be recognized.

Emcee: Vicki Watson, NCDA Executive Director

Luncheon Speaker: The Honorable Senator Edward Markey (D-MA) (video message)

John Sasso National Community Development Award Winners

* City of Birmingham, AL
* Village of Oak Park, IL
* City of Quincy, MA
* City of Kettering, OH
* City of Columbia, SC
* City of Fort Worth, TX

Host City Award: City of Cambridge

President’s Award: Shirletta Best, NCDA President, McKinney, TX

**NCDA Annual Business Meeting**

Presiding: Shirletta Best, NCDA President

Election of 2024/2025 NCDA Officers: Shirletta Best, NCDA President

Remarks: Shirletta Best, NCDA President

Remarks: Marcy Esbjerg (incoming President)

Conference adjournment