



DRAFT AGENDA

This agenda is subject to change before becoming final

2025 NCD A Winter Legislative, Policy, and Professional Development Meeting Washington, DC – February 5 - 7, 2025 Pre-Conference Training: February 4, 2025

#NCD A2025DC

NCD A 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 on the agenda for meeting with your Congressional members. These meetings are not mandatory but are encouraged. Please arrange the meetings in advance with your Congressional offices. We encourage you to band together with other grantees in your state or region to meet with Congressional offices.



Note to NCD A Members who are **AICP** credentialed: NCD A 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 | 6**. *To receive CM credit, you must sign in and remain for the entire session.*

TUESDAY, FEBRUARY 4 – 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 | 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 | 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 - CMI 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 - CMI 6.0

Primer focuses on subrecipients engaged in delivering public service activities. The management and oversight principles are applicable for all Consolidated Plan programs subrecipient 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.

1:30 pm – 1:45 pm Break – **Solarium**

1:00 pm – 4:00 pm **Hill Visits**
Please arrange the visits ahead of time with your Congressional offices.

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

WEDNESDAY, FEBRUARY 5

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 – 9:15 am **Conference Welcome**
Marcy Esbjerg (Pasco County, FL), NCDA President
Vicki Watson, NCDA Executive Director

9:15 am – 9:30 am **Presentation of the NCDA Congressional Champion Award – L’Enfant Ballroom**
This award recognizes members of Congress who have prominently championed the Community Development Block Grant (CDBG) program.

- 2025 Award Recipient: Congressman Jim McGovern (D-MA-02)

9:30 am – 10:15 am **Plenary Session: Legislative Update - L’Enfant Ballroom**
This session will outline NCDA’s 2025 legislative priorities and offer insight on Congressional action.

10:15 am – 10:30 am Break - **L’Enfant Ballroom**

10:30 am – 11:30 am **Concurrent Sessions**
CDBG Program Administration- Best Practices for Small-Medium

Entitlements - L'Enfant Ballroom

With limited amounts of funding to be used for administration, NCDA members will share creative ways to use a small CDBG allocation to make a big impact, options for outsourcing CDBG program administration and best practices for program administration versus project delivery. Angela Rahman (City of Kettering, OH) will unveil practical and impactful strategies for budgeting and tracking administration and project delivery – offering fresh insights on smart outsourcing decisions to maximize resources and results.

Presenters:

- Angela Rahman, Community Development Manager, City of Kettering, OH
- Tammy Stratz, Community Development Manager, City of Wausau, WI

Rental Assistance Programs using CDBG, HOME, ESG or Local Funds -Gallery Ballrooms I & II

Have you considered using your federal funds to provide rental assistance for your low-income residents? Some programs offer short term or medium assistance or basic move-in assistance. Learn about what some communities are doing to help their residents remain housed with rental assistance.

Round Table Discussions – Gallery Ballrooms III & IV

These round table discussions will be facilitated by an NCDA member who is experienced in the topic. Round tables will be less of a presentation style and more questions and discussions for attendees. Topics may or may not be repeated.

CDBG Track – How to Manage Public Services Programs

New Director Track – Communicating Federal Program Requirements to Elected Officials

Homelessness Track – Congregate versus Non-Congregate Shelters

- Moderator: Rafael Acevedo, Jr, Grant Compliance Manager, City of Milwaukee, WI

Cross-Cutting Requirement Track – Section 3 Reporting

- Moderator: Lori Moring, Deputy Director, Office of Housing and Community Development, City of New Bedford, MA

11:30 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, - CMI 1.5 - L'Enfant Ballroom

This not to be missed session will provide important HUD program updates on CDBG, HOME, ESG, Continuum of Care, Lead Based Paint, and HUD program areas.

Moderator: Vicki Watson, NCDA Executive Director

3:30 pm – 3:45 pm Break – **Gallery and L’Enfant Foyers**

3:45 pm – 4:45 pm **Concurrent Sessions**
Incorporating Ethical Conduct in Administering Federal Grant Program, - CM I 1.0 - L’Enfant Ballroom
 This session will provide an overview of some key requirements and practices related to ethical management of the CDBG program.

Speakers: HUD staff

HOME is Where the Heart Is - Gallery Ballrooms I & II
 Join NCDCA member communities as they discuss how they use their HOME funds to help low- and moderate-income families achieve their dream of homeownership.

Round Table Discussions - Gallery Ballrooms III & IV

- CDBG Track – Eligible versus Ineligible Activities
- Management/Leadership Track – Dealing with Difficult/Underperforming Employees
 - Moderator: Belle N. LeBlanc, Human Services Director, City of Lafayette, LA
- Homelessness Track – Working with your Continuum of Care
- Cross-Cutting Requirement Track – Fair Housing

THURSDAY, FEBRUARY 6

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 – 10:00am **Plenary Session Entitlement Be Nimble, Entitlement Be Quick - L’Enfant Ballroom**
 Since 2020, our communities have been faced with a worldwide pandemic, disasters such as wildfires, floods, tornadoes and hurricanes, and even buildings collapsing before our very eyes. While we typically plan our programs and projects for 5 years or at least one year out, learn how some members create flexibility to pivot when disaster strikes.

10:00 am -10:15 am Break – **L’Enfant Foyer**

10:15 am – 11:30 am **Plenary Session: CDBG Final Rule - - L’Enfant Ballroom**
 HUD plans to release the final CDBG program rule by the end of 2024. Learn what’s in the final rule, including new program commitment and expenditure standards.

11:30 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.

11:45 pm – 2:00 pm **Board of Directors Luncheon Meeting - Archives**

2:45 pm - 3:45 pm

Concurrent Sessions

NIMBYISM - How NCDAs Members Overcome Objections - CMI 1.0 - L'Enfant Ballroom

We've all experienced it at one time or another – affordable housing, homeless shelter, feeding program – NOT IN MY BACKYARD! Hear how your colleagues have faced down opposition, the lessons they learned and what actually transpired!

Environmental Review Requirements - Gallery Ballrooms I & II

Environmental Reviews can be overwhelming for the community development specialist. This session will help participants better understand the environmental review requirements and grantee compliance responsibilities from the grantee perspective.

Lead Based Paint Discussion - Gallery Ballrooms III & IV

This discussion session will focus on the possible conversion of the Office of Lead Hazard and Healthy Homes programs from competitive-based applications to formula grant programs. HUD staff will lead the discussion.

Moderator: James Brooks, Director, Housing Development and Healthy Homes, Executive Office of Economic Development – Housing Division, City of Worcester, MA

Speaker:

Michelle M. Medeiros, Deputy Director, Office of Lead Hazard Control and Healthy Homes, U.S. Department of Housing and Urban Development, Washington, DC

3:45 pm – 4:00 pm

Break – **Gallery and L'Enfant Foyers**

4:00 pm – 5:00 pm

**Regional Caucus Meetings (Open to All Conference Participants)
L'Enfant Ballroom**

Region I (New England)

Region II (NY/NJ)

Region III & IV (Mid-Atlantic/Southeast)

Gallery Ballrooms I & II

Region V (Midwest)

Region VI (Southwest)

Region VII/VIII (Great Plains)

Gallery Ballrooms III & IV

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 **Concurrent Sessions**

Social Media – Friend or Foe to Your Programs - L’Enfant Ballroom

Citizen engagement and outreach has moved on from basic ads in newspapers and community/ town hall meetings with low attendance. Facebook, Instagram, Web pages are just a few ways Community Development professionals engage the community. Learn from NCDA members how social media has helped and sometimes hurt their work.

Moderator: Angela Rahman, Community Development Program Manager, City of Kettering, OH

Speakers:

Belle N. LeBlanc
Human Services Manager
City of Lafayette, LA

Managing Multi-Year CDBG Projects for Your Community - - Gallery Ballrooms I & II

If you think every CDBG project starts and ends 12 months later, think again! Some projects span multiple years beginning with infrastructure and then adding housing or community facilities. Some projects take years to plan and zone, permit and then construct. Other projects encounter opposition. Let’s discuss the challenges of managing multi-year CDBG projects in this session.

Round Table Discussions - - Gallery Ballrooms III & IV

CDBG Track – How to Choose Your CDBG Projects

- Moderator: Tammy Stratz, Community Development Manager, City of Wausau, WI

HOME Track – Down Payment Assistance and Other Homeownership Programs

New Director Track - TBD

Homeless Track – Outreach Programs

10:00 am – 10:15 am **Break - L-Enfant Ballroom Foyer**

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

Increasing Affordable Housing in Your Community - L’Enfant Ballroom

This session will look at incentives used by some local jurisdictions to expand private- sector participation in the development of affordable housing and mixed-income housing such as expediting the development approval process, waiving local fees, assisting with project infrastructure and density flexibility, among others.

Moderator: Belle N. LeBlanc, Human Services Director, City of Lafayette, LA

Speakers:

Caroline W. Douglas, Executive Director, Birmingham Land Bank Authority, City of Birmingham, AL

Changes to 2 CFR Part 200

This session will provide a simple review of 2 CFR Part 200 changes effective October 1, 2024.

Speaker: George Mensah, NCDA Trainer

Round Table Discussions - Gallery Ballrooms III & IV

CDBG Track – CAPER Reporting Tips

Management/Leadership Track – Keeping Morale Up

Cross-Cutting Track – Davis Bacon Requirements

Miscellaneous Questions

11:15 am – 11:30 am Break – **Gallery Ballroom Foyer**

11:30 am – 1:00: pm **Plenary Session: Community Development Best Practices – Gallery Ballroom**

Winners of the 2025 Audrey Nelson Community Development Achievement Award will present their outstanding community development projects.

Moderator: Vicki Watson

1:00 pm – 2:30 pm **Awards Luncheon – L’Enfant Ballroom**

Luncheon Guest Speaker

2025 NCDA Audrey Nelson Community Development Award Winners

NCDA Business Meeting

Approval of By-Laws Changes