



## AGENDA

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

#### #NCDAA2025DC

*NCDAA 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 NCDAA Members who are **AICP** credentialed: NCDAA 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, 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 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.

Trainer: Heather Johnson, City of Davenport, IA

HOME Basics Program Primer - CMI 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.

Trainer: James Barnes, NCDCA Trainer

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.

Debra Rhinehart, City of Seattle, WA

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.

John Callow, NCDCA Trainer

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), NCDCA President
- Vicki Watson, NCDCA Executive Director

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

Introduction: Andrew Taylor, Assistant Chief Development Officer, Executive Office of Economic Development, City of Worcester, MA

- 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.

Presenter: Vicki Watson, NCDA Executive Director

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.

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

Presenters:

- Angela Rahman, Community Development Manager, City of Kettering, OH
- Tammy Stratz, Community Development Manager, City of Wausau, WI
- Robert Scott, Director of Community Reinvestment, Columbus Consolidated Government, Columbus, GA

**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

**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.

CDBG Track – How to Manage Public Services Programs

- Moderator: Beth Ulrich, Grants Program Administrator, Department of Planning and Economic Development, City of Saint Paul, MN

New Director Track – Communicating Federal Program Requirements to Elected Officials

- Moderator: Adam Lane, Housing & Community Services Supervisor, City of Surprise, AZ

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, - [CM I 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

Presenters:

- Virginia Sardone, Director, Office of Affordable Housing Programs, U.S. Department of Housing and Urban Development, Washington, DC
- Kim Nash, Director, Office of Block Grant Assistance, U.S. Department of Housing and Urban Development, Washington, DC
- James Hoemann, Director, Entitlement Division, Office of Block Grant Assistance, U.S. Department of Housing and Urban Development, Washington, DC
- Karen DeBlasio, Director, Program Coordinator 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 – ***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.

Presenters:

- Kim Nash, Director, Office of Block Grant Assistance, U.S. Department of Housing and Urban Development, Washington, DC
- James Hoemann, Director, Entitlement Division, Office of Block Grant Assistance, U.S. Department of Housing and Urban Development, Washington, DC

**HOME is Where the Heart Is - Gallery Ballrooms I & II**

Join NCDA member communities as they discuss how they use their HOME funds to help low- and moderate-income families achieve their dream of homeownership.

Presenters:

- Kevin Howard, Director of Housing and Neighborhood Programs, City of Little Rock, AR
- Eric Keeler, Deputy Director, Office of Housing, City of Alexandria, VA
- Dennis Rutledge, Community Development Grants Supervisor, Housing Stability Division, City of Salt Lake City, UT

**Round Table Discussions - Gallery Ballrooms III & IV**

CDBG Track – Eligible versus Ineligible Activities

- Moderator: Treva Gilligan, Assistant Director of Community Development, Nashville-Davidson Consolidated Government

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

- Moderator: Sarah Carroll, Housing & Community Development Manager, City of Aurora, CO

Cross-Cutting Requirement Track – Fair Housing

- Moderator: Heather Johnson, Community Development Resources Manager, City of Davenport, IA

**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 **Concurrent Sessions**

**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.

**Final HOME Rule**

Learn what’s in the final HOME rule, released on January 6, 2025.

Moderator: Vicki Watson, NCDA Executive Director

Presenter:

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

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 soon. Learn what’s in the final rule, including new program commitment and expenditure standards.

Moderator: Vicki Watson, NCDA Executive Director

Presenters:

- Kim Nash, Director, Office of Block Grant Assistance, U.S. Department of Housing and Urban Development, Washington, DC
  - James Hoemann, Director, Entitlement Division, Office of Block Grant Assistance, U.S. Department of Housing and Urban Development, Washington, DC
- Benjamin Schwartz, Deputy Director, Office of Block Grant Assistance, U.S. Department of Housing and Urban Development, Washington, DC

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 NCDA 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!

Moderator: Judith Mezey, Deputy Commissioner, City of White Plains, NY

Presenters:

- Anastacia Wyatt, Housing Manager, City of Monterey, CA
- Debra Rhinehart, Strategic Advisor, Federal Grants Management Unit, City of Seattle, WA

**Ensuring Environmental Review Requirements for Federally Funded Projects - *Gallery Ballrooms I & II***

Environmental Reviews can be overwhelming for the community development specialist. Once a project has been identified, the Environmental Review should begin as soon as possible, especially for construction projects. This session will

provide an overview of the steps needed for determining compliance with 24 CFR Part 58, the National Environmental Policy Act of 1969 (NEPA). The County of Los Angeles will help participants better understand the environmental review requirements and grantee compliance responsibilities from the grantee perspective.

Moderator: Sarita Harcourt, Supervisor, Los Angeles County Development Authority

Presenters:

- Brian Talbot, Environmental Analyst, Los Angeles County Development Authority
- Olga Martinez, Analyst, Los Angeles County Development Authority

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 7**

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

Presenters:

- Belle N. LeBlanc, Human Services Manager, City of Lafayette, LA
- Alex Pratt, Deputy Director, Housing and Community Development, City of Malden, MA
- Kate Tenney, City of Quincy, MA

**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.

Presenters:

- Deja Anderson, Director, Housing, Economic Development and Commerce Department, Division of Community Development, City of Jersey City, NJ
- Brian Rans, Assistant Director, Housing, Economic Development and Commerce Department, Division of Community Development, City of Jersey City, NJ
- Nicole Wyse, Chief Operations Officer, Housing and Revitalization Department City of Detroit, MI

**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

- Jane Berry, City of Quincy, MA

New Director Track - TBD

Homeless Track – Outreach Programs

- Beth Ulrich, Grants Program Administrator, Department of Planning and Economic Development, City of Saint Paul, MN

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

Presenters:



- Kevin Howard, Director of Housing and Neighborhood Programs, City of Little Rock, AR
- Heather Royall, Deputy Director, Housing Stability Division, City of Salt Lake City, UT
- 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.

Moderator: Sue Fink, Manager of Financial & Administrative Services, Office of Planning and Development, City of Lawrence, MA

Presenter: George Mensah, NCDAs Trainer

**Round Table Discussions - Gallery Ballrooms III & IV**

**CDBG Track – CAPER Reporting Tips**

- Moderator: Heather Johnson, City of Davenport, IA

**Management/Leadership Track – Keeping Morale Up**

- Moderator: Nancy Mikeska, City of Conroe, TX

**Cross-Cutting Track – Davis Bacon Requirements**

- Moderator: Adam Lane, Housing & Community Services Supervisor, City of Surprise, AZ

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:** Claudette Fernandez, General Deputy Assistant Secretary, Office of Community Planning and Development, U.S. Department of Housing and Urban Development, Washington, DC (invited)

2025 NCDAs Audrey Nelson Community Development Award Winners

**NCDAs Service Award:** Paul Webster, former Director of the Financial Management Division, Office of Block Grant Assistance, U.S. Department of Housing and Urban Development

