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# AGENDA

# 2025 NCDA Winter Legislative, Policy, and Professional Development Meeting

# Washington, DC – February 5 - 7, 2025

# Pre-Conference Training: February 4, 2025

**#NCDA2025DC** is the official tag of the NCDA Winter Conference. Please use the tag when communicating on social media about the conference. Please remember to tag the following profiles in your communications. Thanks!

<https://www.facebook.com/NCDAonline>

<https://www.instagram.com/ncdaonline>

<https://www.linkedin.com/company/national-community-development-association/>

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, 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 – Ballroom A - 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, NCDA Trainer

HOME Basics Program Primer – Ballroom C - 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.

Trainer: Darwin Wade, NCDA Trainer

CDBG Basics Primer – Ballroom B - 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.

Debra Rhinehart, NCDA Trainer

Subrecipient Management Primer – Ballroom D - 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.

John Callow, NCDA 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**

8:45 am – 8:55 am: **Conference Welcome – L’Enfant Ballroom**

* Marcy Esbjerg (Pasco County, FL), NCDA President
* Vicki Watson, NCDA Executive Director

8:55 am – 9:15 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. This year’s recipient is Congressman Jim McGovern (D-MA-02)

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

9:20 am – 10:15 am: **Plenary Session: Federal Spending Update** - **L’Enfant Ballroom**

This session will provide an update on FY25 federal spending and the timeline for FY26 budget

and spending negotiations.

* Moderator: Vicki Watson, Executive Director, NCDA
* Panelist: Jared Sutton, Professional Staff Member (Majority Staff), U.S. House of Representatives, Subcommittee on Transportation-HUD

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

10:30 am – 11:30 am: **Concurrent Sessions**

**Session 1: CDBG Program Administration - Best Practices for Small-Medium Entitlements - L’Enfant *Ballroom*** (**CM I 1.0)** 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

**Session 2: Community Development Software Solutions – Gallery Ballrooms I&II**

Conference sponsors will provide an overview of their products. Learn how their systems can help you work more effectively and efficiently to improve program performance and administration.

Moderator: Vicki Watson, NCDA Executive Director

Presenters:

* Leah Larson, Senior Account Director, Neighborly Software
* Jennifer Yost, Customer Relations Manager, ZoomGrants
* Ryan Ronk, Sales Manager, LCPTracker

10:30 am – 11:30 am: **Round Table Discussions**

These round table discussions will be facilitated by an NCDA member who is experienced in the topic. The discussions will be less of a presentation style and more questions and discussions for attendees.

### New Director Track: Communicating Federal Program Requirements to Elected Officials (Gallery Ballrooms III & IV)

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

### Homelessness Track: Congregate versus Non-Congregate Shelters (Gallery Ballrooms III & IV)

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

### Cross-Cutting Requirement Track: Section 3 Reporting (Gallery Ballrooms III & IV)

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

### CDBG Track: How to Manage Public Services Programs (Mount Vernon Room)

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

11:30 pm – 2:00 pm: **Hill Visits/Lunch on Your Own**

2:00 pm – 3:30pm: **Plenary Session: Ethics – What Happens When Proposed Actions Fail to Align with Program Guidelines? - CM I 1.5 - L’Enfant Ballroom**

Join us for a real-life panel discussion with community development professionals as they share

situations they faced that challenged their professional or program ethics. If you thought late night shows

were juicy, this session will beat their ratings?

Moderator: Marcy Esbjerg, Community Development Director, Pasco County, FL and NCDA President

Panelists:

* Heather Royall, Housing Stability Deputy Director, Salt Lake City, UT
* LaParry Howell, Executive Director, Office of Community and Neighborhood Services, City of Tuscaloosa, AL
* Bruce Berger, Director, Community and Economic Development Department, City of Davenport, IA
* Judith Mezey, Deputy Commissioner, City of White Plains, NY

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

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

**Session 1: Decoding the PR26 CDBG Financial Report** **– L’Enfant Ballroom -** **CM I 1.0**

Ever wonder how to do the PR26 financial report? What do all those numbers mean, and where do they come from? Which lines do I need to enter, and which does IDIS generate for me? Get ready to crack the code of the PR26 report.

### Moderator and Presenter: Heather Johnson, Community Development Resources Manager, Community and Economic Development Department, City of Davenport, IA

### Session 2: HOME is Where the Heart Is - Gallery Ballrooms I & IICM I 1.0

### 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.

### Moderator: Hilary Bruno, Community Development Manager, Pasco County, FL

### 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

### 3:45-4:45 pm: Round Table Discussions

### These round table discussions will be facilitated by an NCDA member who is experienced in the topic. The discussions will be less of a presentation style and more questions and discussions for attendees.

### Management/Leadership Track – Dealing with Difficult/Underperforming Employees (Gallery Ballrooms III & IV)

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

### Homelessness Track – Working with your Continuum of Care (Gallery Ballrooms III & IV)

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

### CDBG Track – Eligible versus Ineligible Activities (Mount Vernon Room)

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

**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**

**Session 1: Entitlement Be Nimble, Entitlement Be Quick - L’Enfant BallroomCM I 1.0**

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.

Moderator: Marcy Esbjerg, Community Development Director, Pasco County, FL

Presenters:

* Marcy Esbjerg, Community Development Director, Pasco County, FL
* Brian Rans, Assistant Director, Jersey City, NJ
* James Shelton, Community Development Division Manager, City of Asheville, NC

**Session 2: Final HOME Rule – Gallery Ballrooms I & II CM I 1.0**

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

Moderator: Vicki Watson, NCDA Executive Director

Presenters:

Eric Keeler, Deputy Director, Office of Housing, City of Alexandria, VA

Kim Cadena, Housing Analyst, Office of Housing, City of Alexandria, VA

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

10:15 am – 11:30 am: **Plenary Session: CDBG Program Timeliness** - **L’Enfant Ballroom CM I 1.25**

The CDBG program timeliness test requires CDBG grantees to have no more than one-half times their

Annual grant in their fund balance, 60 days prior to the end of their program year. Hear from program

grantees about their experiences and ideas for meeting this expenditure test.

Moderator: Vicki Watson, NCDA Executive Director

Presenters:

* Shirletta Best, Community Services Administrator, City of McKinney, TX
* Tammy Stratz, Community Development Manager, City of Wausau, WI
* Angela Rahman, Community Development Manager, City of Kettering, OH

11:30 pm – 2:30 pm: **Hill Visits/Lunch on Your Own**

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

2:45 pm - 3:45 pm: **Concurrent Sessions**

### Session 1: NIMBYISM - How NCDA Members Overcome Objections - CM I 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

**Session 2: Ensuring Environmental Review Requirements for Federally Funded Projects** **- Gallery *Ballrooms I & II* CM I 1.0**

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) - Caucus Leaders: Andy Taylor/Lori Moring

Region II (NY/NJ) - Caucus Leader: Vicki Watson

Region IV (Southeast) - Caucus Leader: LaParry Howell

**Gallery Ballrooms I & II**

Region V (Midwest) - Caucus Leader: Angela Rahman

Region VI (Southwest) - Caucus Leader: Kevin Howard

Region VII/VIII (Great Plains) - Caucus Leader: Heather Johnson

**Gallery Ballrooms III & IV**

Region III (Mid-Atlantic) – Caucus Leader: Eric Keeler

Region IX (Pacific) - Caucus Leaders: Anastacia Wyatt and Randy Mabson

Region X (Northwest) - Caucus Leader: Debra Rhinehart

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**

**Session 1: Social Media – Friend or Foe to Your Programs** - **L’Enfant BallroomCM I 1.0**

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, Research Assistant for Communications Outreach, City of Quincy, MA

**Session 2: Managing Multi-Year CDBG Projects for Your Community** - **Gallery Ballrooms I & II & III CM I 1.0**

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.

Moderator: Rita Parise, Housing Administrator, City of Columbus, OH

Presenters:

* 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

9:00-10:00 am: **Round Table Discussions**

These round table discussions will be facilitated by an NCDA member who is experienced in the topic. The discussions will be less of a presentation style and more questions and discussions for attendees.

CDBG Track –How to Choose Your CDBG Projects (Mount Vernon)

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

HOME Track – Down Payment Assistance and Other Homeownership Programs (Gallery Ballroom IV)

* Jane Berry, Lead Program Manager, City of Quincy, MA

Homeless Track – Outreach Programs (Gallery Ballroom IV)

* 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**

### Session 1: Increasing Affordable Housing in Your Community - L’Enfant *Ballroom* CM I 1.0

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

**Session 2: Changes to 2 CFR Part 200** CM I 1.0 **Gallery Ballrooms I & II & III**

### 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, NCDA Trainer

### 10:15-11:15 am: Round Table Discussions (eliminated rooms here)

These round table discussions will be facilitated by an NCDA member who is experienced in the topic. The discussions will be less of a presentation style and more questions and discussions for attendees.

### Cross-Cutting Requirement Track – Fair Housing (Gallery Ballroom IV)

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

Management/Leadership Track **–** Keeping Morale Up (Gallery Ballroom IV)

* Moderator: Nancy Mikeska, City of Conroe, TX

### Cross-Cutting Track – Davis Bacon Requirements (Mount Vernon)

### 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 Ballrooms I & II & III**

Winners of the 2025 Audrey Nelson Community Development Achievement Award will

 present their outstanding community development projects.

Moderator: Vicki Watson, NCDA Executive Director

Presenters:

LaParry Howell, Executive Director, Office of Community & Neighborhood Services

Heather Hill, Associate Director, Office of Community & Neighborhood Services

City of Tuscaloosa, AL

Project: Springer Estates Infrastructure and Development of Affordable Housing

Nicole Wyse, Chief Operations Officer

Housing & Revitalization Department

City of Detroit, MI

Project: The Detroit Food Commons

Hilary Bruno, Community Development Manager, Pasco County, FL

Pasco County, FL

Project: Lake Lisa Community Park

Emily Thompson, Project Development Coordinator

Housing and Community Development Department

City of Orlando, FL

Project: Grace Wellness Home

Robert Scott, Director of Community Reinvestment

Columbus Consolidated Government

Project: Food Mill Shared Kitchen

Stacy Ruiz, Contract Coordinator, and Jessica Herrera, Program Specialist

City of Albuquerque, NM

Project: PAH! Hiland Plaza

Natalie Green, Housing & Neighborhood Revitalization Manager

City of Las Cruces, NM

Project: Casa de Peregrino's Food Pantry

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

**Luncheon Speaker:** Congressman Gus Bilirakis (R-FL-12)

**NCDA Congressional Champion Award:** Congressman Gus Bilirakis

**2025 NCDA Audrey Nelson Community Development Award Winners**

City of Tuscaloosa, AL

Springer Estates Infrastructure and Development of Affordable Housing

City of Detroit, MI

The Detroit Food Commons

Pasco County, FL

Lake Lisa Community Park

City of Orlando, FL

Grace Wellness Home

Columbus Consolidated Government

Food Mill Shared Kitchen

City of Albuquerque, NM

PAH! Hiland Plaza

City of Las Cruces, NM

Casa de Peregrino's Food Pantry

**NCDA Service Award**

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

**NCDA Member Service Awards**

* David Bachrach, East Providence, RI
* Joanne Longoria, Mission, TX