



56th Annual Conference Salt Lake City, UT June 11-13, 2025

*With Pre-Conference Primer Training: June 10
With NCD A Leadership Institute & CDBG Advanced: June 9-10*

Draft Agenda



Note to NCD A Members who are **AICP** credentialed: NCD A 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 10 | 9:00 AM – 4:00 PM (All Times Mountain)

*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 – Idaho

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.

HOME Underwriting – CM I 6.0 – Arizona

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.

Con Plan Primer – CM I 6.0 – Ballroom C

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.

5:30 pm – 8:30 pm

Pre-Conference Networking Event - TBD

Wednesday, JUNE 11 | 9:00 AM – 5:00 PM

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

8:00 am – 8:55 am

Breakfast – *Ballroom Reception and Ballroom AB*

9:00 am – 9:15 am

Conference Welcome – *Ballroom AB*

- Vicki Watson, NCDCA Executive Director
- Marcy Esbjerg, NCDCA President
- Host City Welcome
- Salt Lake City Mayor

9:15 am – 10:15 am

Strategies to Increase Deeply Subsidized Affordable Housing in Your Community Plenary – *Ballroom AB*

10:15 am – 10:30 am

Break

10:30 am – 12:00 pm

New Session: Presidential Executive Orders – **CM I Ballroom AB**

This session will focus on the Presidential Executive Orders affecting HUD programs and what grantees are doing to comply.

12:00 pm – 2:00 pm

Lunch on your own –

2:00 pm – 3:00 pm

Concurrent Sessions

Best Practices for Addressing Homelessness

Speakers:

- Vanessa Matheny, Oak Park, IL
- Robin Stanicki, Bangor, ME

Best Practices for your Action Plan – **CM**

Keeping Your Team Together During Uncertain Times - **CM I**

3:00 pm – 3:15 pm

Break – Coffee

3:15 pm – 4:15 pm

Concurrent Sessions

New Session: How the Federal Budgeting Process Works – **CM I 1.00 -**

HOME Strategies for Homeownership – **CM I**

Section 3 Compliance — **CM I 1.00 -**

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

NCDCA Regional Caucus Meetings

- 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) –

6:00 pm – 9:00 pm

Networking Event TBD

THURSDAY, JUNE 12 | 9:00 AM – 10:00 PM

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

8:00 am – 8:55 am

Breakfast – Ballroom Reception and AB

9:00 am – 10:00 am

Program Information and Education – Not Lobbying - Plenary Session

10:00 am- 10:15 am

Break

10:15 am – 11:15 am

Concurrent Sessions

Best Practices for Public Service Grants - [CM I](#)

Best Practices for Engaging Your Residents – [CM I](#)

Management Roles and Responsibilities – [CM I](#)

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.

- Are you a new Director? What to expect!
- How to Write an Advertisement for Your Plans
- Documenting National Objectives in CDBG
- Best Practices for Hiring
- Small Entitlements Under \$1 Million in CDBG
- Medium Entitlements Receiving \$1M - \$5M
- Large Entitlements Receiving Over \$5M in CDBG
- Keys to Financial Management
- Section 3 Compliance
- Miscellaneous Issues

12:15 pm – 1:45 pm

Lunch on your own

12:15 pm – 1:45 pm –

Board of Directors Luncheon Meeting

1:55 pm – 2:10 pm

Board the Buses for the Projects Tour

2:10 pm – 4:45 pm

Option #1: Local Projects Tour

This tour will take attendees from the hotel to three local businesses benefiting from Salt Lake City's Neighborhood Business Improvement Program (NBIP) funding. NBIP is a façade improvement grant funded through CDBG that focuses on beautifying neighborhoods by supporting small and local businesses. Light food will be provided. This tour is a complement to a breakout session at the conference the following day. This tour is capped at 100 people.

Option #2: Affordable Housing Mix and Mingle

Affordable housing presentation by the Federal Reserve Bank of San Francisco followed by a mix and mingle discussion with local affordable housing providers.

7:00 pm – 10:00 pm

NCDA Conference Reception at the hotel – Ballroom C– Please wear your name badge!

FRIDAY, JUNE 13 | 9:00 AM – 2:30 PM

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

8:00 am – 8:55 am

Coffee

9:00 am – 10:00 am

Concurrent Sessions

CDBG Planning and Capacity Building Activities – CM I

Best Practices for Engaging Your Subrecipients – CM I

Salt Lake City Neighborhood Business Improvement Program – CM I

10:00 am to 12:00 pm

Awards Brunch 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

Brunch Speaker:

John Sasso National Community Development Award Winners

Host City Award: City of Salt Lake City

President's Award: Marcy Esbjerg, NCDA President, Pasco County, FL

NCDA Annual Business Meeting

Presiding: Marcy Esbjerg, NCDA President

Bylaw Amendments: Sean Glennon

Election of 2025/2026 NCDA Officers: Shirletta Best, Past President, Committee Chair

Remarks: Marcy Esbjerg, NCDA President

Remarks: Angela Rahman (incoming President)

Conference adjournment