

**CONSOLIDATED PLAN ADVISORY BOARD (CPAB)**

**MINUTES**

**Wednesday, February 10, 2021**

**VIRTUAL CPAB MEETING**

**([LINK](#))**

<b>BOARD MEMBERS PRESENT</b>	<b>BOARD MEMBERS ABSENT</b>
<ul style="list-style-type: none"> <li>• Eileen Gonzales, Council District 3</li> <li>• Brenda Campbell, Council District 4</li> <li>• Patrick Batten, Council District 5</li> <li>• Rich Thesing, Council District 7</li> <li>• Victoria Barba, Council District 8</li> <li>• Peter Dennehy, Council District 9</li> </ul>	<ul style="list-style-type: none"> <li>• VACANT, Council District 1</li> <li>• VACANT, Council District 2</li> <li>• VACANT, Council District 6</li> </ul>

<b>STAFF PRESENT</b>	<b>ATTENDANCE</b>
<ul style="list-style-type: none"> <li>• Monica Hardman, Assistant Deputy Director</li> <li>• Angela Nazareno Clark, Program Manager</li> <li>• Michele Marano, Community Development Coordinator</li> <li>• Leonardo Alarcon, Community Development Specialist</li> <li>• Nadine Hassoun, Community Development Project Manager</li> </ul>	<p><i>(Public had access to meeting via Zoom Webinar and YouTube link)</i></p>

**Call to Order**

1. Mr. Peter Dennehy called the meeting to order at 10:15 AM. Mr. Dennehy took role call; 5 board members were present, 1 board member arrived at a later time. Quorum was achieved at the same time.

**Board Member Announcements**

2. *No board member announcements were made*

**Staff Announcements**

3. Ms. Nadine Hassoun announced that the San Diego Regional Alliance for Fair Housing (SDRAFFH) will be partnering with San Diego Housing Federation and LISC San Diego to host a Fair Housing Conference: titled "Faces of Fair Housing" on April 7 & 8, 2021 from 9:00-12:00 PM. The keynote Speaker will be Dr. Zachary Green, of University of San Diego. The conference will cover current

fair housing issues with actual stories focusing on San Diego County and fair housing trends. For more information please visit: [www.housingsandiego.org](http://www.housingsandiego.org) (Events Tab).

Ms. Hassoun also announced that the Legal Aid Society of San Diego, Inc., and the City of San Diego are offering a free Fair Housing Training for Housing Providers via webinar on Thursday, April 22, 2021 at 10:00 AM. Additional details and registration information will be posted to our website and sent to our mailing list.

#### Approval of Minutes

3. Mr. Rich Thesing made the motion to approve the December 09, 2020 meeting minutes. Ms. Eileen Gonzales seconded the motion. The minutes were approved, 5-0.

#### Non-agenda Public Comment

4. *No non-agenda public comments were received.*

#### Action Items

5.
  - a. **Election of Vice Chair for remainder of Fiscal Year (FY) 2021**  
The CPAB was asked to elect a Vice Chair for the board for the remainder of the FY 21 Fiscal Year. Mr. Thesing nominated Ms. Eileen Gonzales as Vice Chair and Mr. Dennehy seconded the nomination. Motion passed unanimously and Ms. Gonzales accepted the nomination.
  - b. **Revised Schedule for CPAB meetings in Calendar Year 2021**  
The CPAB revised the meeting schedule for Calendar Year 2021 to avoid conflicts with scheduled City Council Committee meetings. *Please see attached calendar for revised dates.*

#### Discussion Items

6.
  - a. **Operation Shelter to Home Program Extension: Using CDBG FY 2020 & 2021 Funding**  
The City of San Diego's Homeless Strategies Division presented information on the extension of the Operation Shelter to Home Program at the San Diego Convention Center using unobligated and reprogrammed CDBG FY 2020 and 2021 funding. *Please see attached presentation for more information.*
  - b. **CPAB Handbook and Attachments**  
Staff reviewed key elements in the CPAB Scoring Handbook that can be used in evaluation the CDBG Request for Proposals (RFP). *Please see attached presentation for more information.*

#### Adjournment

7. Mr. Dennehy adjourned the meeting at 10:49 AM.



## CONSOLIDATED PLAN ADVISORY BOARD (CPAB) AGENDA

**WEDNESDAY, FEBRUARY 10, 2021**

**10:00 A.M. – 11:30 A.M.**

ONLINE VIRTUAL MEETING

YOUTUBE PUBLIC LINK BELOW

[CLICK HERE](#)

1. **Call to Order**
2. **Board Member Announcements**
3. **Staff Announcements**
4. **Approval of CPAB Virtual Meeting Minutes: December 09, 2020**
5. **Non-Agenda & Agenda Public Comments:** Public comments can be received live, using the "attendee" link, which can be found [here](#). Public comments can also be submitted using the Office of Boards and Commission form, which can be found [here](#). All public comments will need to be submitted by February 09, 2021 by 4:00 p.m. Public comments received will be read aloud by City staff during the virtual meeting. Comments should be able to be read in three (3) minutes.
6. **Action Item(s):**
  - a. **Election of Vice Chair for remainder of Fiscal Year 2021**

The CPAB will be asked to elect a Vice-Chair for the remainder of the year due to an unexpected vacancy.
  - b. **Revised Schedule for CPAB Meetings in Calendar Year 2021**

The CPAB will be asked to confirm a revised meeting schedule for Calendar Year 2021 to avoid conflicts with standing City Council Committee meetings.

**THIS INFORMATION IS AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST.**

To request an alternative format, or to request a sign language or oral interpreter for the meeting, please contact the Meeting Coordinator in the Economic Development Department at least five (5) working days before the meeting at (619) 236-6700 to ensure availability. Assistive Listening Devices (ALDs) are available for the meeting upon request.

### Tentative Future Meeting Dates/Times

*Subject to change. CPAB meetings are usually scheduled the second Wednesday of the month.  
Check CDBG website at <http://www.sandiego.gov/cdbg>  
for latest information, locations, and special meetings.*

*Please note, all CPAB meetings will be held virtually for the near future.*

- Wednesday, March 10, 2021 at 10 a.m.
- Wednesday, April 14, 2021 at 10 a.m. (possible change to 4/7/21)
- Wednesday, May 12, 2021 at 10 a.m.
- Wednesday, June 09, 2021 at 10 a.m. (possible adjournment)
- Wednesday, July 14, 2021 at 10 a.m.
- Wednesday, August 11, 2021 at 10 a.m.
- Wednesday, September 08, 2021 at 10 a.m.
- Wednesday, October 13, 2021 at 10 a.m.
- Wednesday, November 10, 2021 at 10 a.m.
- Wednesday, December 08, 2021 at 10 a.m. (possible adjournment)

Economic Development

# Fiscal Year 2022 CPAB Review Handbook

Consolidated Plan Advisory Board

February 10, 2021



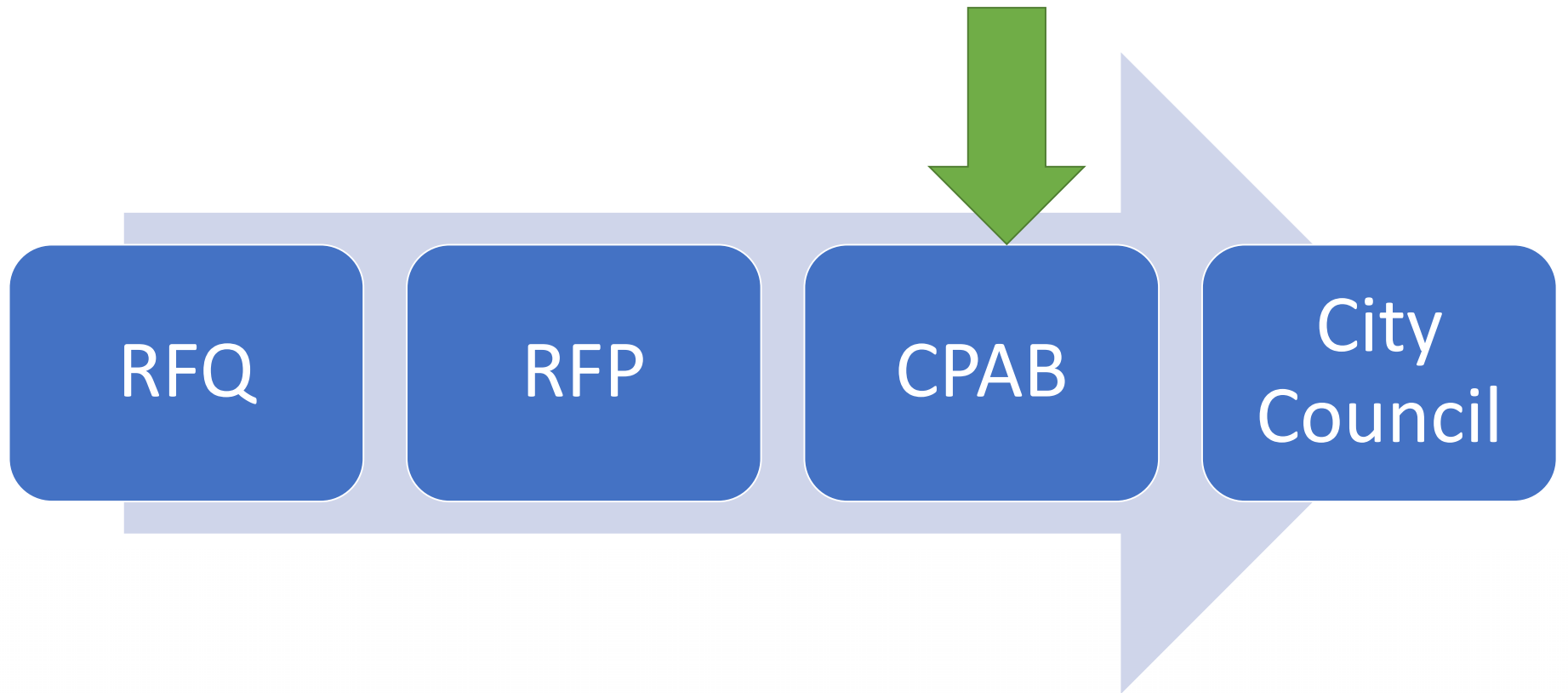


## Overview

- Status of Request for Proposals (RFP) Process
- FY 2022 Standard Tract & CARES Act Applicant status
- Considerations
- Applicant Attachments
- Past Performance
- Next Steps

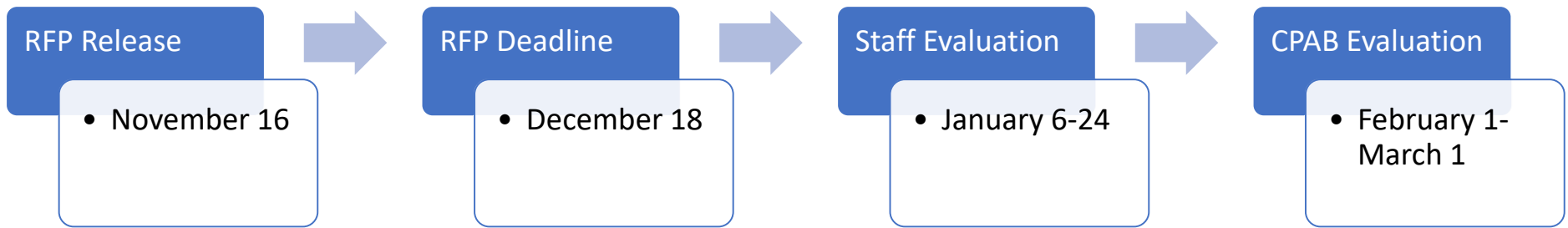


## Sequence





## RFP Process







## FY 2022 CDBG and CARES Act NOFA Summary

### FY 2022 CDBG | RFQ Responses

- 60 Responses
- 49 Qualified

### CARES ACT | RFQ Responses

- 32 Responses
- 28 Qualified

### RFP Responses

- FY 2022 CDBG: 42 Proposals
  - 35 deemed eligible for **CPAB Scoring**
- CARES ACT: 21 Proposals
  - 18 deemed eligible and recommended for award



## EDGrants

- Economic Development Grants Management System (EDGrants):  
<https://edgrants.force.com/ApplicantLogin4?username=null>
- Completion of registration process
  - Pledge of Confidentiality
  - Acceptance of Conflict of Interest
  - All other relevant information
  - Approval link from ED Grants



## Review and Scoring | Considerations

- CONFIDENTIALITY
  - Scores should be kept privately
- Conflict of Interest
  - Review List of Organizations and Board of Directors before reviewing applications
- CPAB Judgment
  - Did organization answer question?
  - Do the outcomes align with the proposed budget?
  - Specific response or “filler response”?
  - Outcomes attainable?





## Past Performance

### Subrecipient Performance for FY 2022 RFP Scoring

*\*The following information is for the CPAB to assist in evaluating proposals overall. No deductions will be made.*

#	Subrecipient Organization: Account Name	Allocation	Actual Expenditures	Goal	Actuals	Project Title	Fiscal Year	Project: RFP Type Name
<b>Community and Economic Development</b>								
1		\$91,503.00	\$91,503.00	72	17			FY 19 - Community and 2019 Economic Development
2		\$191,109.82	\$191,109.82	70	35			FY 20 - Community and 2020 Economic Development
3		\$108,825.00	\$105,575.22	24	24			FY 20 - Community and 2020 Economic Development
4		\$182,201.00	\$182,201.00	60	20			FY 20 - Community and 2020 Economic Development
5		\$832,492.00	\$814,362.39	10	0			FY 19 - Community and 2019 Economic Development
6		\$75,000.00	\$75,000.00	10	0			FY 19 - Community and 2019 Economic Development
7		\$292,729.00	\$259,511.99	50	35			FY 19 - Community and 2019 Economic Development
8		\$346,934.74	\$343,309.59	30	79			FY 20 - Community and 2020 Economic Development
<b>Public Services</b>								
9		\$115,000.00	\$114,731.81	1,470	1,937			2019 FY 19 - Public Services
10		\$67,566.00	\$67,566.00	8	8			2019 FY 19 - Public Services
11		\$118,323.00	\$118,323.00	65	53			2019 FY 19 - Public Services
12		\$51,620.00	\$51,620.00	105	103			2019 FY 19 - Public Services



## Next Steps

Date	Event
March 01, 2021	CPAB FY 2022 CDBG scoring results due to CDD staff
March 05, 2021	FY 2022 CDBG RFP scoring results posted on CDBG website
March 10, 2021	CPAB Meeting to ratify scores and recommended to City Council for approval
April 2-May 3, 2021	Public Comment period for FY 2022 Annual Action Plan (AAP)
April 7, 2021 (tentative)	CPAB meeting to recommend and approve FY 2022 Annual Action Plan
April 14, 2021 (tentative)	FY 2022 CDBG funding recommendations presented to Public Safety and Livable Neighborhoods (PSLN) Committee with FY 2022 AAP
April 27, 2021 (tentative)	FY 2022 CDBG funding recommendations presented to City Council for approval with FY 2022 AAP
May 14, 2021	Submit FY 2022 AAP to HUD