

**CONSOLIDATED PLAN ADVISORY BOARD (CPAB)**

**MINUTES**

**Tuesday, March 15, 2022**

**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>• 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> <li>• Patrick Batten, Council District 5</li> </ul>

<b>STAFF PRESENT</b>	<b>ATTENDANCE</b>
<ul style="list-style-type: none"> <li>• Monica Hardman, Deputy Director</li> <li>• Angela Nazareno Clark, Program Manager</li> <li>• Michele Marano, Community Development Coordinator</li> <li>• Leonardo Alarcón, Community Development Project 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. CPAB Chair Peter Dennehy called the meeting to order at 10:10 a.m. Peter Dennehy took role call; five board members were present. Quorum was achieved at the same time.

**Board Member Announcements**

2. *No board member announcements were made*

**Staff Announcements**

3. Community Development Project Manager Nadine Hassoun announced the Legal Aid Society of San Diego, Inc. and the City of San Diego are offering free Fair Housing Trainings via webinar on Friday, March 25 at 10:00 a.m. and on Tuesday, April 26 at 2 p.m. Additional details and registration information can be found on the events calendar on the CDBG website, [www.sandiego.gov/cdbg](http://www.sandiego.gov/cdbg)

Nadine Hassoun also announced, that in celebration of National Fair Housing Month in April the San Diego Regional Alliance for Fair Housing (SDRAFFH) is co-sponsoring the 7th Annual Fair Housing Conference on Wednesday, April 20th and Thursday, April 21st titled “Unraveling Segregation: A New Era in Fair Housing” It will be a virtual webinar. For more info and to register, please visit the San Diego Housing federation website [at housingsandiego.org](http://at.housingsandiego.org).

#### Approval of Minutes

4. Board member Rich Thesing made the motion to approve the February 9, 2022, meeting minutes. Peter Dennehy seconded the motion. Four board members voted to approve the minutes, and one board member abstained, 4-0-1 (Campbell). The February meeting minutes will be kept for reference only.

#### Non-Agenda and Agenda Public Comments

5. Jessie Stein, Institutional Giving Manager at Voices for Children, thanked the CPAB and Economic Development Department staff for their consideration of their proposal and recommendation for funding. Voice of Children’s mission is to transform the lives of children in foster care by providing them with trained, volunteer Court Appointed Special Advocates (CASAs). Last year, more than 1,700 in the City of San Diego spent time in foster care. With the support of the City’s CDBG program, Voices for Children will be able to provide CASAs to an additional 30 City of San Diego children in foster care. Jessie commented that she knows the City has many pressing needs and does not take the City’s support lightly, and again thanked staff for their work.

#### Action Item

##### 6. Fiscal Year (FY) 2023 CDBG Application Scores and Rankings

The CPAB was asked to approve the lists of project proposals ranked by average score in descending order, forward the lists for consideration by the City Council for FY 2023 funding, and recommend the same projects for incorporation into the City’s Draft FY 2023 Annual Action Plan.

*Please see attached presentation for more information.*

#### CPAB member comments:

Rich Thesing thanked staff for their work and for responding accordingly to issues that came up during the CPAB scoring process. Mr. Thesing also acknowledged the work of the CPAB members, who put in a lot of time in scoring applications in a short period of time. He was satisfied with the scores and hoped that it would be moved forward to City Council for approval.

Eileen Gonzales commended the applicants. She noticed that many applicants included supplementary documents such as annual reports or testimonials from their clients, and made a difference when scoring applications. The supplementary attachments illustrate the impact organizations are making in their local community and with their clients.

Rich Thesing made a motion to approve the list of projects proposed. Eileen Gonzales seconded the motion.

The action item was approved unanimously, 5-0.

#### Discussion Item(s)

##### 7. a. FY 2023 Scoring Criteria and Request for Proposal Review

Staff reviewed the updates to the FY 2023 Scoring Criteria and Request for Proposal (RFP) questions and identified possible revisions

*Please see attached presentation for more information.*

##### **CPAB member comments:**

Eileen Gonzales suggested to include a notification in the system if organizations include supplementary materials in their application, so that reviewers are alerted to check attachments.

Dr. Brenda Campbell commented that, on the question on “new or continuing services”, applicants provide great narratives to discuss why their programs or services are needed. However, they do not emphasize how they gathered more data to justify why they need to continue the services or justify why there is a new need for the service. She commented that applicants don’t provide adequate community-level data to illustrate how they have made an impact on the community or why the service is still needed.

Peter Dennehy asked whether staff screen applicants to determine they are based in the City. Leonardo Alarcón, Community Development Project Specialist, responded that part of the eligibility process is to determine that applicants are serving City of San Diego residents.

Eileen Gonzales commented that she is not so concerned with the collection of data on a community level, however she noticed a lot of variable answers to question 2b. This question should be reworded. In addition, the second part of the question on metrics was not always answered by applicants. She asked if there would there be a way to create a framework for applicants to choose the metrics used that explains why the program or service applicants are providing is needed.

Angela Nazareno-Clark, HUD Program Manager, proposed that a future working meeting group with CPAB members be scheduled to continue discussing scoring criteria and application questions.

#### Other Items

8. a. This item was open for CPAB to comment or request future agenda items.

#### Adjournment

9. Peter Dennehy adjourned the meeting at 10:42 a.m.

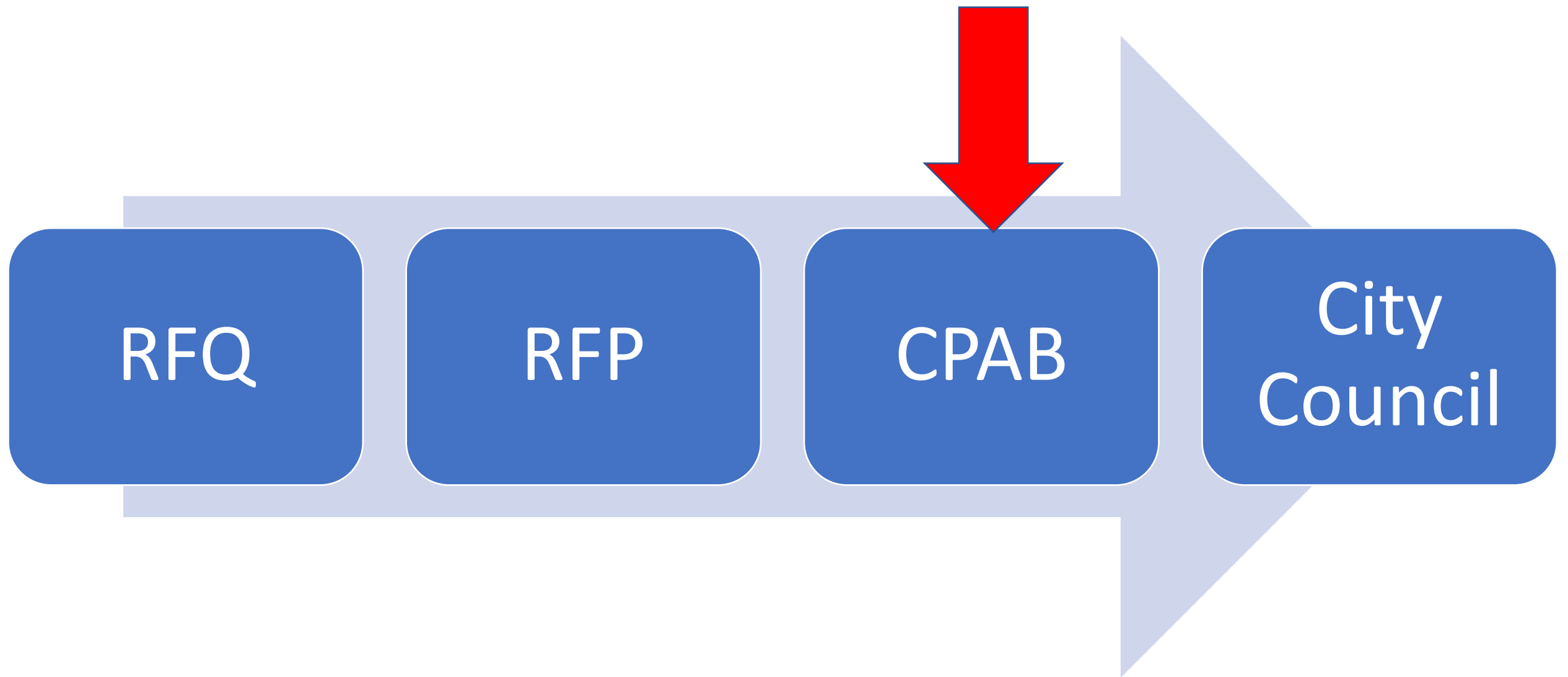
Economic Development

# Fiscal Year (FY) 2023 CDBG Request for Proposal (RFP) Application Scores & Ranking

Consolidated Plan Advisory Board

March 15, 2022

## Sequence





## FY 2023 CDBG Application Scores

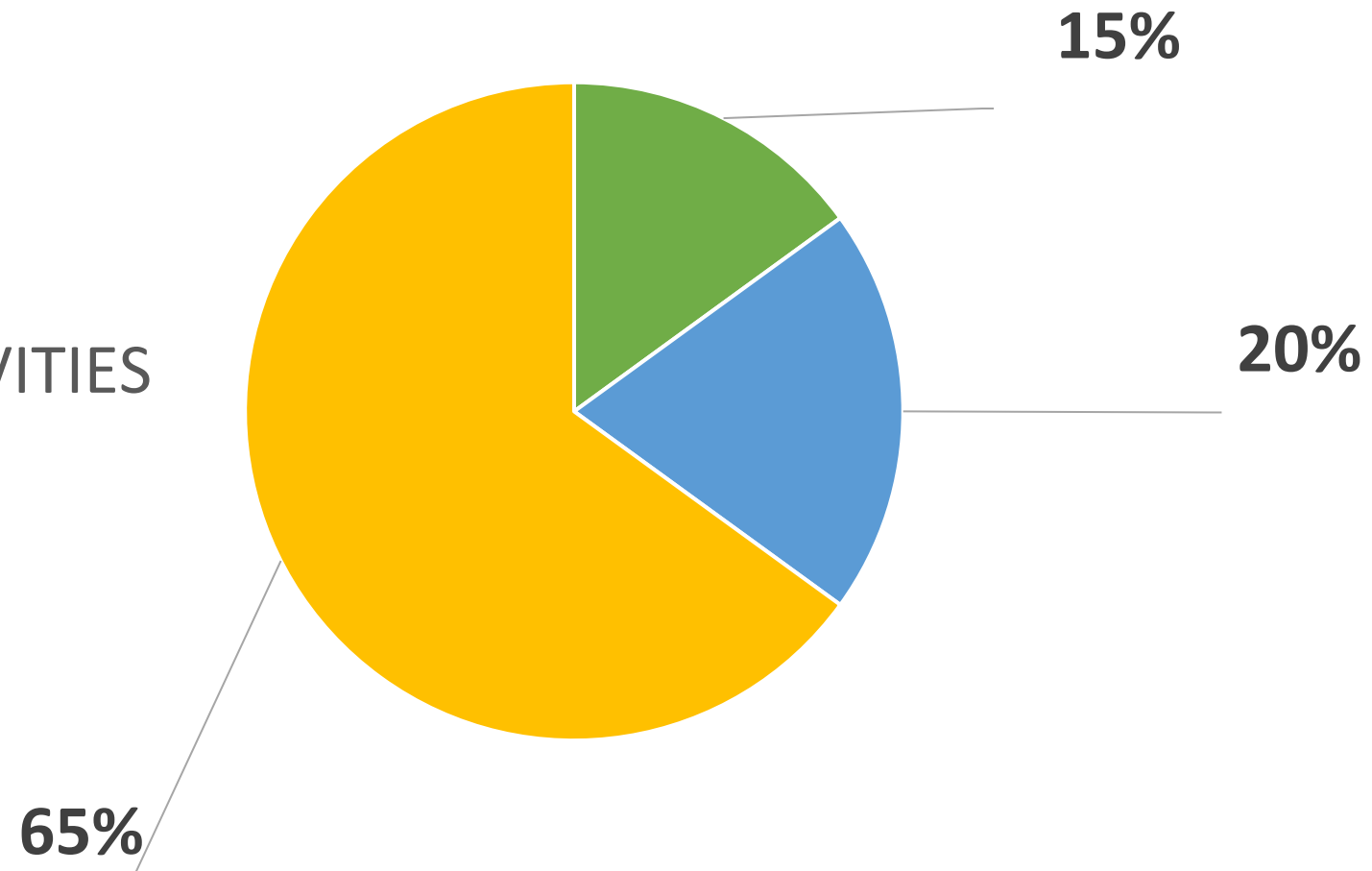
- 23 organizations recommended for CDBG awards
- 24 projects totaling \$5,087,604
- Projects by RFP category:
  - Public Services
  - Community and Economic Development (CED)
  - Nonprofit Capital Improvement Projects (NCIP-F)



## HUD REGULATIONS

### CDBG CAPS

- PUBLIC SERVICES
- ADMINISTRATION
- OTHER CDBG ACTIVITIES





## CONSOLIDATED PLAN BUDGETS

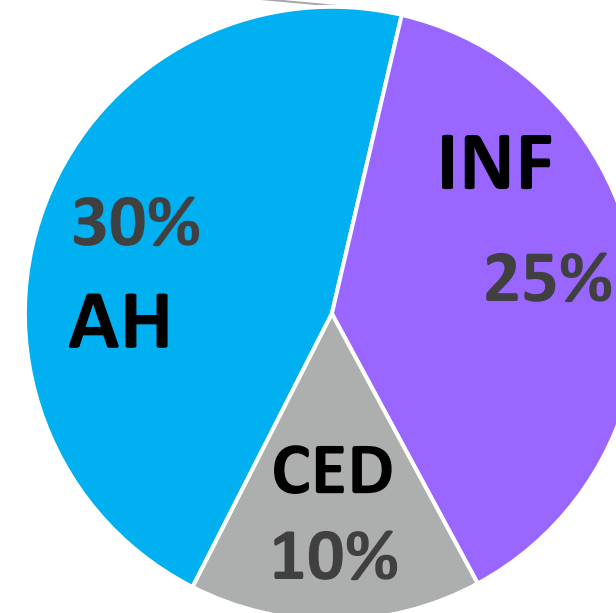
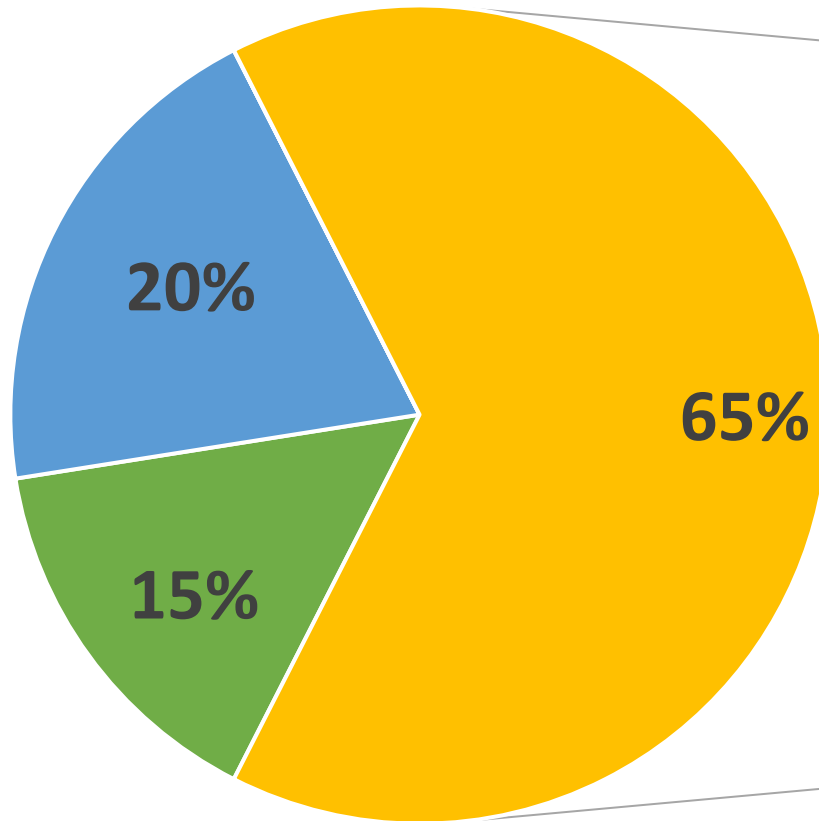
PUBLIC SERVICES

ADMINISTRATION

AFFORDABLE HOUSING

INFRASTRUCTURE

ECON DEV







## FY 2023 CDBG Funding Overview

Category	Applications submitted	RFP Estimated Budget	Total Requested	Over/Under Budgeted Amount
Public Services	31	\$1,000,000	\$3,980,977	+\$2,980,977
Community & Economic Development	6	\$2,000,000	\$1,083,147	-\$916,853
Nonprofit Facility Improvements	4	\$1,500,000	\$2,694,986	+\$1,194,986



## FY 2023 CDBG Funding Overview

Category	RFP Estimated Budget	Budget Change	Total Allocation
Public Services	\$1,000,000	+\$800,000	\$1,774,321
Community & Economic Development	\$2,000,000	-\$917,853	\$1,083,147
Nonprofit Facility Improvements	\$1,500,000	+\$917,853	\$2,230,136



## FY 2023 Awarded Organizations: Economic Development

- Consolidated Plan Goal:
  - Enhance the City's economic stability by investing in inclusive economic growth initiatives that develop and strengthen small businesses and support local entrepreneurs

Accessity

Horn of  
Africa

Karen  
Organization

USD

Mission Edge

Somali Family  
Service of SD



## FY 2023 Awarded Organizations: Nonprofit Capital Improvement Projects

- Consolidated Plan Goal:
  - Finance impactful nonprofit facility improvements to provide new or increased access to programs that serve vulnerable populations or implement sustainability measures

La Maestra  
Family Clinic

Centro de  
Salud de la  
Comunidad

Neighborhood  
House  
Association



## FY 2023 Awarded Organizations: Public Services

- Consolidated Plan Goal:
  - Invest in community services that promote equity and serve vulnerable populations including, but not limited to, refugees and recent immigrants, previously incarcerated individuals, veterans, youth, seniors, and food insecure households

Reality  
Changers

Kitchens for  
Good

Interfaith  
Shelter  
Network

San Diego  
Continuing Ed.

Workshops for  
Warriors

Serving  
Seniors

Bayside  
Community  
Center

Voices for  
Children



## FY 2023 Awarded Organizations: Public Services

- Consolidated Plan Goal:
  - Invest in community services that promote equity and serve vulnerable populations including, but not limited to, refugees and recent immigrants, previously incarcerated individuals, veterans, youth, seniors, and food insecure households

Ocean  
Discovery

Home Start,  
Inc.

Access Youth  
Academy

Family Health  
Centers

SD LGBT  
Community  
Center

La Maestra

Wesley House



## Action

*Approval of the CPAB's prioritized list of projects to be considered by the City Council For Fiscal Year 2023 CDBG funding and recommendation to the City Council to incorporate the projects into the City's FY 2023 Annual Action Plan*



## Next Steps

Meeting/Event	Date*
Public Comment Period: Draft FY 2023 Annual Action Plan	April 1 – April 30, 2022
Public Safety & Livable Neighborhoods (PSLN) Council Committee*	<i>TBD</i>
Draft FY 2023 Annual Action Plan Presented to CPAB	April 13, 2022
City Council Hearing (tentative): Draft FY 2023 Annual Action Plan*	<i>April 25-26, 2022 (tentative)</i>
FY 2023 Annual Action Plan submitted to HUD	May 13, 2022

*\*Public hearing dates are tentative and are subject to change*





Questions or Comments

Economic Development

# 2023 Scoring Criteria and Request for Proposal Review

Consolidated Plan Advisory Board

March 15, 2022



## Scoring Criteria Recommended Revisions: PS & CED

- Section 1.d: COVID-19 Impact: Organization
  - Applicant describes what adjustments have been made to their organization since the pandemic
- Section 4.b: COVID-19 Impact: Services
  - Applicant describes how their service delivery model has changed since the pandemic
- *No point changes for Public Services and Economic Development Categories*



## Scoring Criteria Recommended Revisions: NPFI

- Section 1.d: COVID-19 Impact: Organization
  - Applicant describes what adjustments have been made to their organization since the pandemic. **Applicant also address higher construction costs**
- Section 4.b: COVID-19 Impact: Services
  - Applicant describes how their service delivery model has changed since the pandemic

## Scoring Criteria Recommended Revisions: NPFI

- Section 1.a: CDBG specific related past activities
  - Board members and staff should be aware of previous CDBG awards
- Section 3.a.i.: Professional consultation
  - Architect is recommended, but applicant shows effort to coordinate with Construction expert to accurately estimate construction costs
- Section 3.a.ii: Facility Needs Assessment
  - Recommended assessment to properly identify any and all construction costs related to project

## Scoring Criteria Recommended Revisions: NPFI

- Section 3.b: Project schedule
  - Applicant acknowledges time spent gathering appropriate permits for project completion.
- Section 5.a.: 5-year maintenance plan
  - Applicants should be aware that CDBG should not be used for future maintenance costs
- Section 5.d.: Leveraged funding
  - Applicants should demonstrate a sufficient amount of leveraged funding in order to complete the project



## Scoring Criteria Recommended Revisions: NPFI

Section	FY 2022	FY 2023
<b>1.d. COVID-19: Organization</b>	0	1
<b>4.a. Project Benefits</b>	15	13
<b>4.b. Geographic Targeting: Location</b>	4	3
<b>4.c. Geographic Targeting: Services</b>	3	2
<b>4.d. COVID-19: Service Delivery</b>	0	1
<b>5.a. Leveraged Funding</b>	5	7



***Questions and Comments?***