



THE CITY OF SAN DIEGO

CONSOLIDATED PLAN ADVISORY BOARD

AGENDA

for

WEDNESDAY, AUGUST 13, 2014

9:00 A.M. – 10:30 A.M.

SAN DIEGO CIVIC CONCOURSE, NORTH TERRACE ROOMS 207–208
202 'C' STREET, SAN DIEGO, CA 92101

1. **Call to Order**
2. **Approval of Minutes**
 - a. June 11, 2014
3. **Staff Announcements**
4. **Board Member Announcements**
5. **Non-Agenda Public Comment**

Non-agenda public comment may be made on any subject pertaining to the Consolidated Plan Advisory Board. Speakers have three (3) minutes each. *Public comments pertaining to agenda items below are taken during the discussion of said items.*
6. **Discussion & information items:**
 - a. Presentation: FY 2016 CDBG Scoring Criteria-Ad Hoc committee results
 - b. Proposal to change September 10th CPAB meeting time to 2:00 p.m. **(For Action)**
 - c. Updated 2010 Department of Housing and Urban Development (HUD) Low to Moderate Income Data Maps

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 Division 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.

Adjournment –

Unfinished business shall be tabled and placed on the agenda of the following meeting.

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Tentative Future Meeting Dates/Times for 2014

Note: Subject to change. Check CDBG website for latest information, locations, and special meetings.

<http://www.sandiego.gov/cdbg/cpab/index.shtml>

- Wednesday, September 10, 2014, at 9:00 a.m.
- Wednesday, October 8, 2014, at 9:00 a.m.
- Wednesday, November 12, 2014, at 9:00 a.m.
- Wednesday, December 10, 2014, at 9:00 a.m.

SAN DIEGO CONCOURSE

202 C Street MS57C, San Diego Ca. 92101 / 619-236-7029 / 619-236-7016

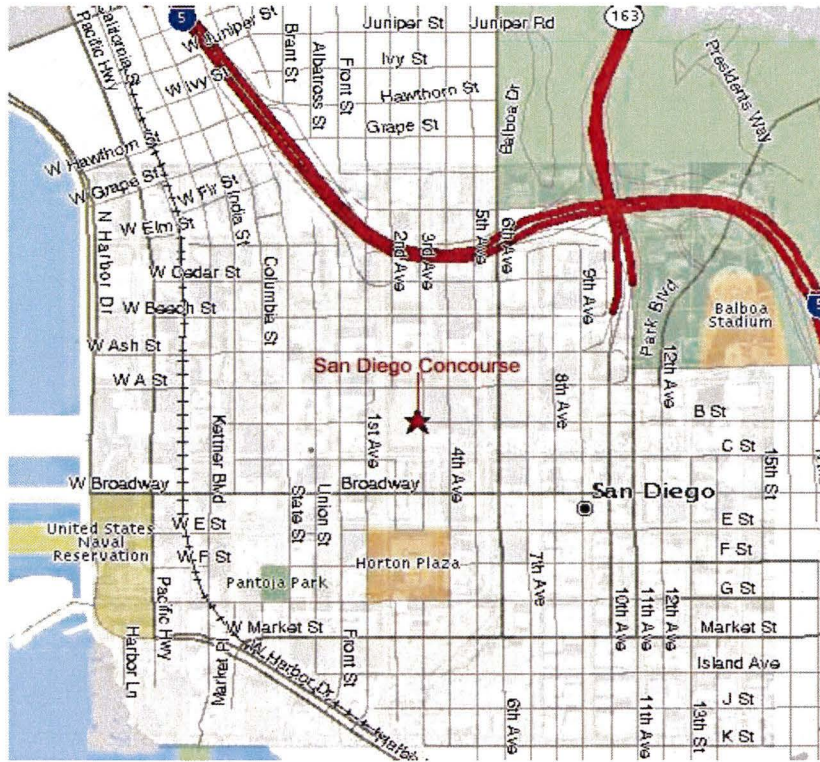
South on Interstate 5

- 5 south to Front St./Civic Center off ramp
- Take left fork on off ramp to 2nd Ave.
- Turn right onto 2nd Ave.
- Travel 3 blocks to where 2nd Ave. intersects A St.
- Enter Concourse Parkade structure

North on Interstate 5

- 5 north to 6th Ave off ramp
- Turn left onto 6th Ave.
- Turn right onto Ash St.
- Turn left on 2nd Ave., travel one block to where 2nd Ave. intersects A St.
- Enter Concourse Parkade structure

Driving Directions to the San Diego Concourse



South on Interstate 15

- 15 south to 163 south
- 163 becomes 10th Ave.
- Right on B St.
- Right on 3rd Ave.
- Concourse Parkade entrance is first driveway on left.

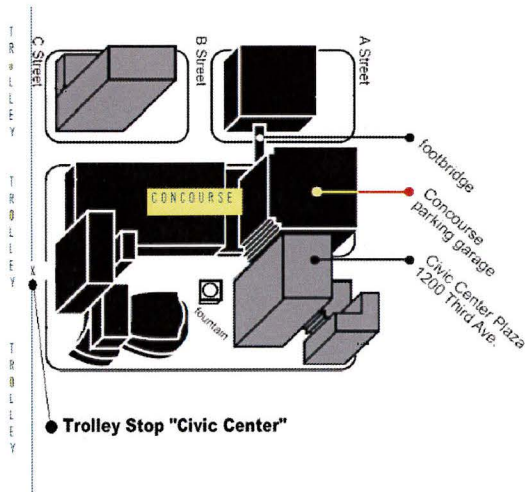
West on 94 Freeway

- 94 west into Downtown
- 94 becomes F St.
- Right on 5th Ave.
- Left on B St.
- Right on 3rd Ave.
- Concourse Parkade entrance is first driveway on left.

PARKING

*Entrances

CONCOURSE PARKADE ENTRANCES:
1st and B Street
2nd and A Street
3rd and B Street



TROLLEY LINE

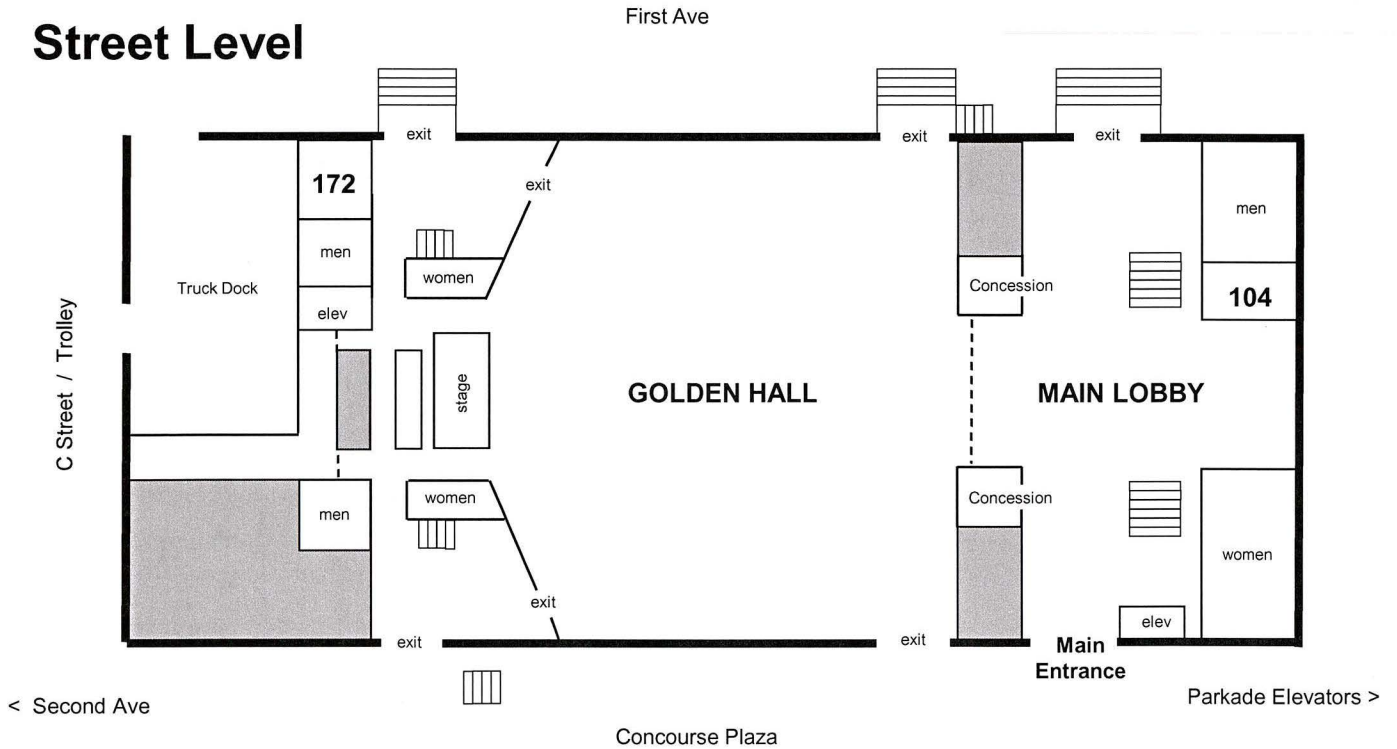
*Trolley stop is "Civic Center", location on 2nd and C Street.



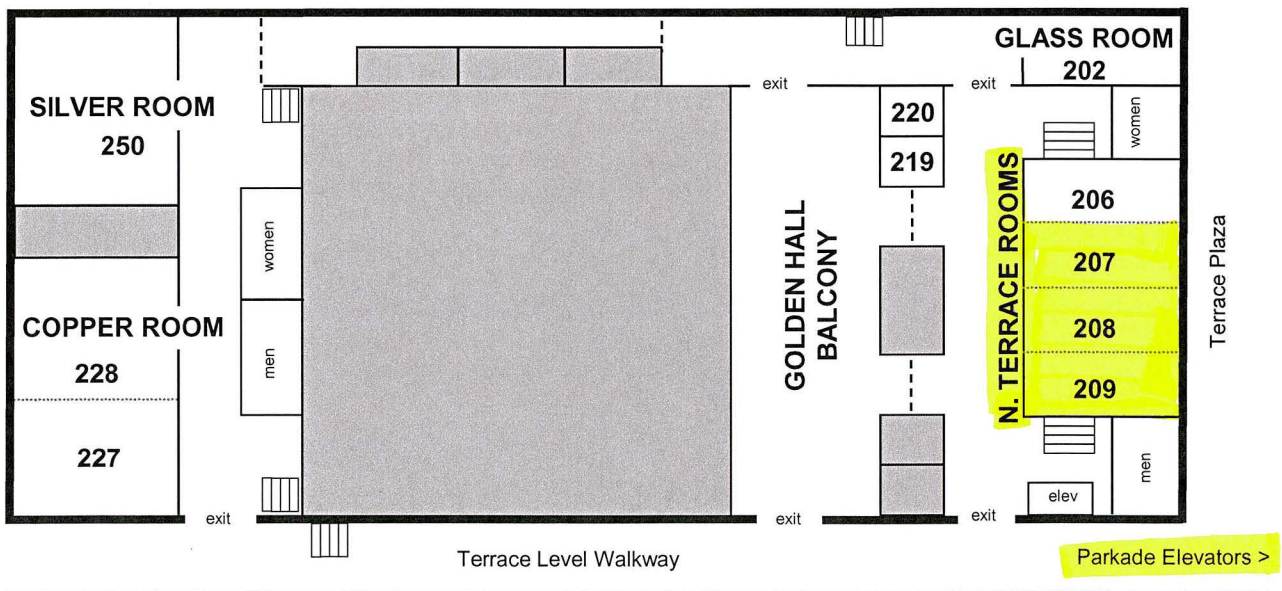
SAN DIEGO CONCONOURSE

202 C Street MS57C, San Diego Ca. 92101 / 619-615-4100 / Fax 619-236-5994

Street Level



Second Level



CDBG Review Criteria for Applications from the Public Sector
CAPITAL IMPROVEMENT PROJECT: Public Facilities and Housing Rehabilitation
August 5, 2014

Category	Criteria	Reviewer Score	Maximum Score
1. Project Characteristics	<p>a. Applicant provides a clear project summary which includes:</p> <ul style="list-style-type: none"> i. Brief description of the project including resulting activities and/or services to be provided; ii. Characteristics of Population(s) to be served; and, iii. Description of Geographic Areas to be served. 		10
	<p>b. Applicant clearly describes:</p> <ul style="list-style-type: none"> i. The critical need(s) that will be addressed through the project; ii. How other resources are not available to meet the need(s); and iii. Efforts to collaborate with other organizations 		10
	<p>c. Applicant clearly explains how the proposed project will result in:</p> <ul style="list-style-type: none"> i. A new facility; ii. Improvement of an existing facility to expand services or programs provided; or iii. Housing stabilization improvements. 		5
	<p>d. Applicant clearly identifies the goal(s) of the project and describes how these goals will be met</p>		10
	<p>e. Applicant clearly identifies the results of the project:</p> <ul style="list-style-type: none"> i. Number of unduplicated City of San Diego individuals or households to be assisted; ii. Number of unduplicated City of San Diego businesses to be assisted; or iii. Number of distinct improvements to facilities. 		5
2. Organizational Capacity	<p>a. Applicant clearly describes their experience in successfully implementing projects of similar scope and of comparable complexity</p>		5

CDBG Review Criteria for Applications from the Public Sector
CAPITAL IMPROVEMENT PROJECT: Public Facilities and Housing Rehabilitation
August 5, 2014

Category	Criteria	Reviewer Score	Maximum Score
	<p>b. Applicant has experience in providing services and/or benefits to low-income residents (and/or other qualified CDBG beneficiaries such as seniors, illiterate adults, homeless persons, abused children and/or battered spouses).</p>		5
<p>3. Budget</p>	<p>a. Budget for project clearly identifies all sources of funding for the total project costs.</p>		5
	<p>b. Budget clearly details uses of funds (City of SD CDBG funds and non-City of SD CDBG funds) by eligible budget line items.</p>		5
	<p>c. Budget clearly lists all other funding sources secured for project, submits documentation for each source listed, and percent of funds leveraged (calculated by: other secured funding/total project costs) is:</p> <ul style="list-style-type: none"> ▪ 0%-24% (1 points) ▪ 25%-50% (2 points) ▪ 51% or greater (3 points) 		3
	<p>d. Applicant has demonstrated that there are funds and a mechanism in place to ensure the project does not rely on CDBG funds for program sustainability or maintenance of improvements.</p>		5
<p>4. Project Benefits to High-Need Areas and/or Populations [geographic targeting]</p>	<p>High-Need Areas (TBD): To be determined based on US Census Bureau and other reputable third-party data. May consider, among other factors, income level, employment status, educational attainment, poverty levels, community planning area data, and other data (for area benefit projects); and/or,</p> <p>High-Need Populations (TBD): Population served is considered high-need or highly vulnerable due to certain characteristics/factors such as income level, employment status, educational attainment, poverty levels. High-Need Populations targeted by projects may also be located in High-Need Areas (limited clientele projects)</p>		10

CDBG Review Criteria for Applications from the Public Sector
CAPITAL IMPROVEMENT PROJECT: Public Facilities and Housing Rehabilitation
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Category	Criteria	Reviewer Score	Maximum Score
<p>5. Project Specifics</p>	<p>a. Applicant clearly describes Contract Execution Readiness: Extent to which a project is ready to proceed by detailing that:</p> <ul style="list-style-type: none"> i. Total amount of CDBG funds requested is justified by accurate cost estimations (4) <ul style="list-style-type: none"> a. If the facility you are applying for has received CDBG funds for improvements/expansions in the past, please explain the outcome and justification for the request of additional CDBG funds ii. The level of Environmental Review (city, state and federal) needed has been identified and planned for, as demonstrated by HUD Programs staff verification; (2) iii. All applicable permits have been identified, planned for, and/or secured; (2) iv. The CDBG eligible Scope of Work and Budget demonstrates compliance with meeting National Objectives and other HUD requirements, as demonstrated by HUD Programs staff verification; (2) i. Applicant has clearly described how the project will be completed within the required 18-month timeline, defining the following milestones: (12) <ul style="list-style-type: none"> a. Notice To Proceed (within 90 days of contract execution) b. 50% expenditure level c. 75% expenditure level d. 100% expenditure level e. Project completion, beneficiaries reported (National Objective met), and close out report approved by HUD Programs staff 		22

CDBG Review Criteria for Applications from the Public Sector
CAPITAL IMPROVEMENT PROJECT: Public Facilities and Housing Rehabilitation
August 5, 2014

Category	Criteria	Reviewer Score	Maximum Score
6. Other	<p>City of San Diego Track Record: Rating based on past performance of applicant agency on projects previously funded by the City of San Diego under the CDBG, ESG, HOME and HOPWA programs based on performance indicators data collected starting in FY 2015. <i>These are subtractive points from maximum 100 point score, assigned by performance level:</i></p> <ul style="list-style-type: none"> • <i>Minor deficiencies documented (-1)</i> • <i>Moderate deficiencies documented (-2)</i> • <i>Significant deficiencies document (-3)</i> 		-3

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CDBG Review Criteria for Applications from the Public Sector
PUBLIC SERVICES AND COMMUNITY ECONOMIC DEVELOPMENT PROJECTS
August 5, 2014

Category	Criteria	Reviewer Score	Maximum Score
1. Project Characteristics	a. Applicant provides a clear project summary which includes: <ul style="list-style-type: none"> i. Brief description of the project including resulting activities and/or services to be provided; ii. Characteristics of Population(s) to be served; and, iii. Description of Geographic Areas to be served. 		10
	b. Applicant clearly describes: <ul style="list-style-type: none"> i. The critical need(s) that will be addressed through the project; ii. How other resources are not available to meet the need(s); and, iii. Efforts to collaborate with other organizations to meet the need(s). 		10
	c. Applicant clearly explains how the proposed project will result in the provision of a new service, or the expansion/improvement of an existing service.		5
	d. Applicant clearly identifies the goal(s) of the project and describes how these goals will be met.		10
	e. Applicant clearly identifies the results of the project: <ul style="list-style-type: none"> i. Number of unduplicated City of San Diego individuals or households to be assisted; or ii. Number of unduplicated City of San Diego businesses to be assisted. 		5
2. Organizational Capacity	a. Applicant clearly describes their experience in successfully implementing projects of similar scope and of comparable complexity.		5
	b. Applicant has experience in providing services and/or benefits to low-income residents (and/or other qualified CDBG beneficiaries such as seniors, illiterate adults, homeless persons, abused children and/or battered spouses).		5
3. Budget	Budget for project clearly identifies all sources of funding for the total project costs.		5

CDBG Review Criteria for Applications from the Public Sector
PUBLIC SERVICES AND COMMUNITY ECONOMIC DEVELOPMENT PROJECTS
August 5, 2014

Category	Criteria	Reviewer Score	Maximum Score
	Budget clearly details uses of funds (City of SD CDBG funds and non-City of SD CDBG funds) by eligible budget line items.		5
	Budget clearly lists all other funding sources secured for project, submits documentation for each source listed, and percent of funds leveraged (calculated by: other secured funding/total project costs) is: <ul style="list-style-type: none"> ▪ 0%-24% (1 points) ▪ 25%-50% (2 points) ▪ 51% or greater (3 points) 		3
	Applicant has demonstrated that there are funds and a mechanism in place to ensure the project does not rely on CDBG funds for program sustainability or maintenance.		5
4. Project Benefits to High-Need Areas and/or Populations [geographic targeting]	High-Need Areas (TBD): To be determined based on US Census Bureau and other reputable third-party data. May consider, among other factors, income level, employment status, educational attainment, poverty levels, community planning area data, and other data (for area benefit projects); and/or, High-Need Populations (TBD): Population served is considered high-need or highly vulnerable due to certain characteristics/factors such as income level, employment status, educational attainment, poverty levels. High-Need Populations targeted by projects may also be located in High-Need Areas (limited clientele projects)		10

**CDBG Review Criteria for Applications from the Public Sector
PUBLIC SERVICES AND COMMUNITY ECONOMIC DEVELOPMENT PROJECTS
August 5, 2014**

Category	Criteria	Reviewer Score	Maximum Score
5. Project Specifics	<p>Services to be Provided Applicant provides a listing of the services to be provided and a clear description of each of these services which includes, as applicable, the following details:</p> <ul style="list-style-type: none"> i. The quantity and duration of each of these services (2); ii. The method of delivery of each of these services (2); iii. Details regarding whether each of these services will be provided on an individual basis (one-on-one) and/or group settings (note expected number of groups and their size) (2); and iv. Explain and Justify the total amount of CDBG funds requested in relation to the services provided (4). 		10
	<p>Project Scope & Schedule</p> <ul style="list-style-type: none"> i. The CDBG eligible Scope of Work and Budget demonstrates compliance with meeting National Objectives and other HUD requirements, as demonstrated by HUD Programs staff verification; (2) ii. Applicant has clearly described how the project will be completed within the required 12-month timeline, defining the following milestones: (10) <ul style="list-style-type: none"> a. Contract Execution b. 50% expenditure level c. 75% expenditure level d. 100% expenditure level e. Project completion, beneficiaries reported (National Objective met), and close out report approved by HUD Programs staff 		12

CDBG Review Criteria for Applications from the Public Sector
PUBLIC SERVICES AND COMMUNITY ECONOMIC DEVELOPMENT PROJECTS
August 5, 2014

Category	Criteria	Reviewer Score	Maximum Score
6. Other	<p>City of San Diego Track Record: Rating based on past performance of applicant agency on projects previously funded by the City of San Diego under the CDBG, ESG, HOME and HOPWA programs (performance indicators data collected from FY 2015 forward) – <i>These are subtractive points from maximum 100 point score, assigned by performance level:</i></p> <ul style="list-style-type: none"> • <i>Minor deficiencies documented (-1)</i> • <i>Moderate deficiencies documented (-2)</i> • <i>Significant deficiencies document (-3)</i> 		-3

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