

Urban County Policy Board Work Plan for 2024

Meeting Schedule

- Meetings are held the 2nd Monday of the following months, starting at 9:30am. Additional meetings may be scheduled as needed.
- Meetings will be held in a hybrid format:
 - In person at the Public Service Center Training Room, 1300 Franklin Street, sixth floor, in Vancouver.
 - Virtually. Meeting information is available at <https://clark.wa.gov/community-services/urban-county-policy-board>.

UCPB Responsibilities

- To achieve viable urban communities by providing decent housing and a suitable living environment, and expanding economic opportunities principally for persons of low and moderate income;
- To assume overall administrative duties for the Urban County program;
- To adopt procedures and criteria for the allocation of funds and selection of projects;
- To obtain professional services in the most cost-efficient manner possible, with the intent of maximizing funds available for projects;
- To develop an annual program where at least 51% of the CDBG program expenditures are for activities that benefit low and moderate income persons;
- To ensure county-wide benefit, as well as benefit to specific low- and moderate-income populations;
- To develop and supervise a public participation process, including public hearings as required; and
- To make recommendations, including priorities, to the Clark County Council based upon the criteria established for selecting eligible housing and community development activities within the Urban County area.

January	Vice-chair election Approval of minutes Review Annual Work Plan Overview of 2024 CDBG and HOME applications Training: Neighborly Program Updates <ul style="list-style-type: none"> • Timeliness Discussion • Clark County CNA Community Forums July to September 2023 Quarterly Reports Public comment
February (extended meeting: 8:30-11:30am)	Approval of minutes CDBG & HOME 2024 application presentations and Q&A Public comment <i>Board members get access to score applications in Neighborly; scores due by March 4</i>

March	<p>Approval of minutes HUD funding updates Review 2024 application scores and make funding awards Program Updates (if needed) Training: BABAs – effective PY2023 funds October – December 2023 Quarterly Reports Public comment</p> <p><i>April 1 – 5 is National Community Development Week</i></p>
June	<p>Approval of minutes Update on HUD Action Plan submission Program Updates <ul style="list-style-type: none"> • 2025-2029 Consolidated Plan January – March 2024 Quarterly Reports Training: Conducting an Income Survey Public comment</p>
September	<p>Approval of minutes Consolidated Annual Performance Evaluation Report – outcome review April – July 2024 Quarterly Reports 2024 Request for Applications open October 1 Program Updates <ul style="list-style-type: none"> • Application and Funding Guidelines Updates Review Point in Time Count and Homeless Connect data Public comment</p>
November (falls on Veteran's Day) Move to October, or 3rd Monday of November?	<p>Approval of minutes Program Updates (if needed) Training: Section 3 Homeowner Rehab Program Presentation What trainings/presentations would the board like to see in 2025? Public comment</p>

**This work plan is a living document and subject to change as needs are identified throughout the year, with additional meetings as needed in compliance with the Meeting Schedule.*