

# Urban County Policy Board Work Plan for 2025

## Meeting Schedule

- Meetings are held the 2<sup>nd</sup> 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 Approve Annual Work Plan and Calendar Consolidated Plan Overview (consultant) Overview of 2025 CDBG and HOME applications Training: Neighborly Program Updates <ul style="list-style-type: none"> <li>• Timeliness Discussion</li> </ul> July - September 2024 Quarterly Reports Public comment Good of the order
February (extended meeting: 9:30am-12:30pm)	Approval of minutes CDBG & HOME 2025 application presentations and Q&A Public comment Good of the order  <i>Board members get access to score applications in Neighborly; scores due by March 3</i>

March	<p>Approval of minutes  October – December 2024 Quarterly Reports  HUD funding updates  UCPB Application and Funding Guideline Update (contingency projects)  Review 2025 application scores and make funding awards  Program Updates (if needed)  Public comment  Good of the order</p> <p><i>April 21 – 25 is National Community Development Week</i></p>
April	<p>Approval of minutes  Draft Consolidated Plan Review (consultant)  Homeless Housing Local Plan Update  Program Updates (if needed)  Public comment  Good of the order</p>
June	<p>Approval of minutes  Update on HUD Consolidated Plan and Annual Action Plan submission  Program Updates (if needed)  January – March 2025 Quarterly Reports  ROI Discussion: TBRA vs multi-family housing  Public comment  Good of the order</p>
September	<p>Approval of minutes  Consolidated Annual Performance Evaluation Report – outcome review  April – June 2025 Quarterly Reports  2026 Request for Applications open October 1 <ul style="list-style-type: none"> <li>• Application and Funding Guidelines Updates (if needed)</li> </ul> Program Updates (if needed)  Review Point in Time Count and Homeless Connect data  Public comment  Good of the order</p>
November	<p>Approval of minutes  Program Updates (if needed)  Training: Section 3  What trainings/presentations would the board like to see in 2026?  Public comment  Good of the order</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.*