



# Dane County

## Minutes - Final Unless Amended by Committee

### Community Development Block Grant Commission - Application Review Team

---

Saturday, June 10, 2017

8:45 AM

McFarland Municipal Center- Community Room  
5915 Milwaukee Street  
McFarland, WI 53558

---

McFarland Municipal Center- Community Room  
5915 Milwaukee Street  
McFarland, WI 53558

#### A. Call To Order

*The meeting was called to order at 8:52 a.m.*

*Staff and others present: Marie Everett and Michelle Smith (El Jardin Infantil); Alison Helland, Maya Medrano, David Crunke. Juan Jose Lopez, and Alex Ysquierdo (Latino Chamber of Commerce of Dane County); Andrea Hughes (WWBIC); Dave Porterfield, Luke Samalya, and Tim Radelet (Movin' Out); Paul Sukenik (Habitat for Humanity of Dane County); David Vobora (CAC); Bill Clemens (Retirement Housing Foundation); Peter Ouchakof (staff).*

**This was approved**

**Present** 3 - GODWIN AMEGASHIE, CYNDA SOLBERG, and DAVE RIPP

#### B. Action Items

*A motion by Solberg, seconded by Amegashie, to nominate Ripp as Chair of the CDBG Commission Application Review Team. Motion carried unanimously by a voice vote.*

**This was approved**

#### C. Consideration of Minutes

*The last Review Team Minutes were approved at the July 2016 CDBG Commission meeting.*

## D. Presentations

*Applicants that submitted proposals for 2018 CDBG/HOME funding were invited to present to a 3-member Review Team subcommittee of the CDBG Commission. Applicants were given 10 minutes to present their proposal and respond to the following interview questions:*

- 1. Is this funding request for a new or an existing program?*
- 2. Describe how CDBG/HOME funds are needed to ensure the viability of this project.*
- 3. Describe how funds are being used to address areas of greatest need and how that determination was made.*
- 4. Will this project involve the displacement of families, households, partnerships, businesses, etc. from their homes or businesses? If yes, describe the notices and assistance your organization expects to provide and the amount of funds allocated to do so.*
- 5. Can all funds awarded in 2018 be reasonably expected to be expended? If this is a multi-year project, what amount of funds will be spent in each year?*
- 6. Describe the risks to undertaking this project and your plans to address them.*
- 7. If the funding request is for an existing program, at what point will the program become self-supporting? If never, what are other sources of funding? What additional money can be leveraged?*
- 8. Provide a 5-year history of your relationship with the CDBG/HOME programs. Provide information on the specific results compared to the expected program outcomes stated in your 2017 or most recent contract. Please provide any additional information that will allow us to fairly evaluate your past performance.*
- 9. Provide a list of all activities to raise other funds (with results).*
- 10. If your organization currently has a contract for CDBG or HOME funding with the County and you have unexpended dollars from 2016 or earlier, please bring along a written statement regarding why your organization should be given additional dollars.*

*Following the applicant presentation, 5 minutes were allotted for questions from the three-member Application Review Team.*

## E. Reports to Committee

## F. Future Meeting Items and Dates

*Next meeting: Saturday, June 17 at 9:00 a.m. at the McFarland Municipal Center.*

## G. Public Comment on Items not on the Agenda

*None.*

## H. Adjourn

*Motion by Amegashie, seconded by Solberg, to adjourn. Motion carried by a voice vote and meeting was adjourned at 1:05 p.m.*

**This was adjourned**