



**Community Development Advisory Board  
Meeting Agenda  
February 10, 2020 @ 6:00 p.m.  
Berkeley County Administration Building, Multi-Purpose Room 106B**

- I. Welcome – Marshall West, *Chairman*
- II. Approval of Minutes – Chairman West
- III. Funding Process – Victoria Marshall, *Grants Administrator*
- IV. Funding Recommendation
- V. Other Business
  - a. Schedule next meeting
- VI. Adjournment

Reference for Funding Process:

- March 9, 2020 – Funding recommendations go before Committee
- March 23, 2020 – Public Hearing on comments on Annual Plan (funding recommendations) and 5-Year Consolidated Plan
- March 23, 2020 – Council approves annual plan and 5-Year Consolidated Plan to be submitted to HUD
- April – May – Plans sent to HUD
- May – June – HUD reviews plan and approves or sends back for changes (this will happen if something is missing from our Annual Action Plan or 5-Year Comprehensive Plan)
- June - County sends pre-award notice and collects additional documentation that was not included in their original application, revised budgets, more clear project timelines, revised # of people to be served, etc.
- July – HUD sends County award notification for Supervisor to sign
- August – September – County prepares grant agreements for execution by party awarded and County
- August - September – Prepare environmental assessments on all projects and submit to HUD to release funding for those projects
- October – Start application process again. Year 2 includes opening up applications to non-profits in good standing to provide public services to Berkeley County citizens. This funding is capped at 15% of the total grant – administration costs for County.