# Community Development Advisory Board Agenda

**November 12, 2026**, at 6:00 PM
Mayor's Boardroom

**Participation Options**:

| In-Person (Mayor's Boardroom – 2nd Floor City Hall) | Virtual (Teams Webinar) |
|---|---|
| 210 Lottie Street | Join the meeting now (Meeting ID: 276 402 681 288 322 2 / Passcode: P6uQ38vS) |
| Elevator access is available at City Hall's west entrance. | Dial in by phone: +1 929-352-1870,,265933415# United States (ID: 265 933 415#) |

## Community Development Advisory Board Members

Shannon Laws (Chair), Amy Navarro, Andrew Calkins, Bernice Portevint, Denise Catalano, Jasmine Fast, Katherine Freimund, Lola Thompson, Matt Unger, Matthew Main and Saachi Chugh

## Call to Order

- **Roll Call & Introductions**
- **Approval of minutes from previous meeting**

## Approve Meeting Minutes

## Public Comment Period

During this time, citizens may take up to three (3) minutes to address the members about any topic not on the agenda.

## Agenda Items

## Presentation

- **Presentation on WC-CEGB Presentation with Ashley Geleynse** p. 5
  Information/Discussion

## Work Session

- **2027 Notice of Funding Availability (NOFA) for Housing & Services Program** p. 21
  Provide Direction or Guidance
- **Proposed 2027 Calendar for CDAB Meetings** p. 57
  Information/Discussion

## Other Business

- **Staff Updates**
- **Announcements / "What's the Buzz"**

## . Future Agenda Items

**Accessibility:** The City of Bellingham complies with the Americans with Disabilities Act. Elevator access to the second floor is available at City Hall's west entrance. Hearing assistance is available, and a receiver may be checked out through the clerk prior to the evening session. For additional accommodations, contact Kathleen Morton at 360-778-8300 (voice), 711 (WA State Relay), or cd@cob.org at least 3 days prior to the meeting.

# Community Development Advisory Board

Agenda Item

11/12/2026 6:00 PM
Meeting

Subject:
Approve Meeting Minutes

Summary:
Minutes from the October 2026 meeting were submitted for review and approval.

Previous Action:

Recommendation:
Vote to Approve

Attachments: 1. DRAFT OCTOBER MEETING MINUTES

Activity:
Approval of Minutes

Clearances | Date

Category:
NA

Presenter:

Time Estimate:

Staff Contact:
Kathleen Morton

# Community Development Advisory Board Minutes

City of Bellingham, Washington

Thursday
October 8, 2026

6:00 PM
M**ayor's** Boardroom
https://meetings.cob.org

**Call to Order**
The Community Development Advisory Board meeting was called to order by the Chair at 6:00 PM.

**Members:**

☒ Shannon Laws (CDAB Chair)
☒ Andrew Calkins
☒ Bernice Portervint
☐ Jasmine Fast
☐ Amy Navarro
☒ Saachi Chugh
☒ Katherine Freimund
☒ Lola Thompson
☒ Matt Unger
☒ Matthew Main
☒ Denise Catalano

**Staff/ Other Panelists:**
Samya Lutz, PCDD
Kathleen Morton, PCDD
Katy Sullivan, PCDD

**Attendees**:

**Approval of minutes from previous meeting**
General consensus to approve.

**Public Comment Period**
During this time, citizens may take up to three (3) minutes to address the members about any topic not on the agenda.
No public comment.

## Agenda Items

**Presentation**
Northwest Youth Services presentation was postponed until November 2026.

**Public Hearing**
N/A

**Information/Discussion**
2027 Notice of Funding Availability (NOFA) for Housing & Services Program presentation with Kathleen Morton and Katie Sullivan covered the City of Bellingham's upcoming 2027 funding opportunities, distinguishing capital grants from housing and human services funding and proposing a two-track NOFA to

incorporate Justice Project and opioid settlement funds. CDAB members engaged in discussion about the proposed scoring weights, especially the reduced equity and social justice category and increased emphasis on outcomes and agency capacity; staff will continue revise the draft for further review in November.

**Work Session**
N/A

**Other Business**

1. **Staff Updates** – Samya Lutz reported on newly approved affordable-housing zoning incentives. Katy Sullivan provided a status update on the continuing effort to transfer the I Street duplex to an appropriate nonprofit or purchaser. Kathleen Morton promoted upcoming Housing Week events that will be happening from October 13-16th.

2. **Announcements / "What's the Buzz"**-- Andrew Culkins provided a brief overview of the Bellingham Housing Authority's current housing portfolio and major projects, including Unity Street, the C Home Court acquisition, flood recovery in Sumas, an early learning center, and capital rehabilitation work.

3. **Future Agenda Items** – N/A

Minutes prepared by:

_____
Kathleen Morton, Development Specialist

Minutes edited by both staff and Community Development Advisory Board members.

Subject:
Presentation on WC-CEGB Presentation with Ashley Geleynse

Summary:
Ashley Geleynse from Whatcom County Health and Community Services will be presenting on their work with the Whatcom County Coordinated Entry Governing Body. Ashley will be speaking to the proposed revisions to the Coordinated Entry Prioritization Policy and efforts on receiving feedback from the community.

Previous Action:

Recommendation:
Information/Discussion

Attachments: 1. PRESENTATION - COORDINATED ENTRY

Activity:
Presentation

Clearances | Date

Category:
NA

Presenter:

Time Estimate:

Staff Contact:
Kathleen Morton

# Coordinated Entry Prioritization Policy Update

November 12, 2026
Community Development Advisory Board

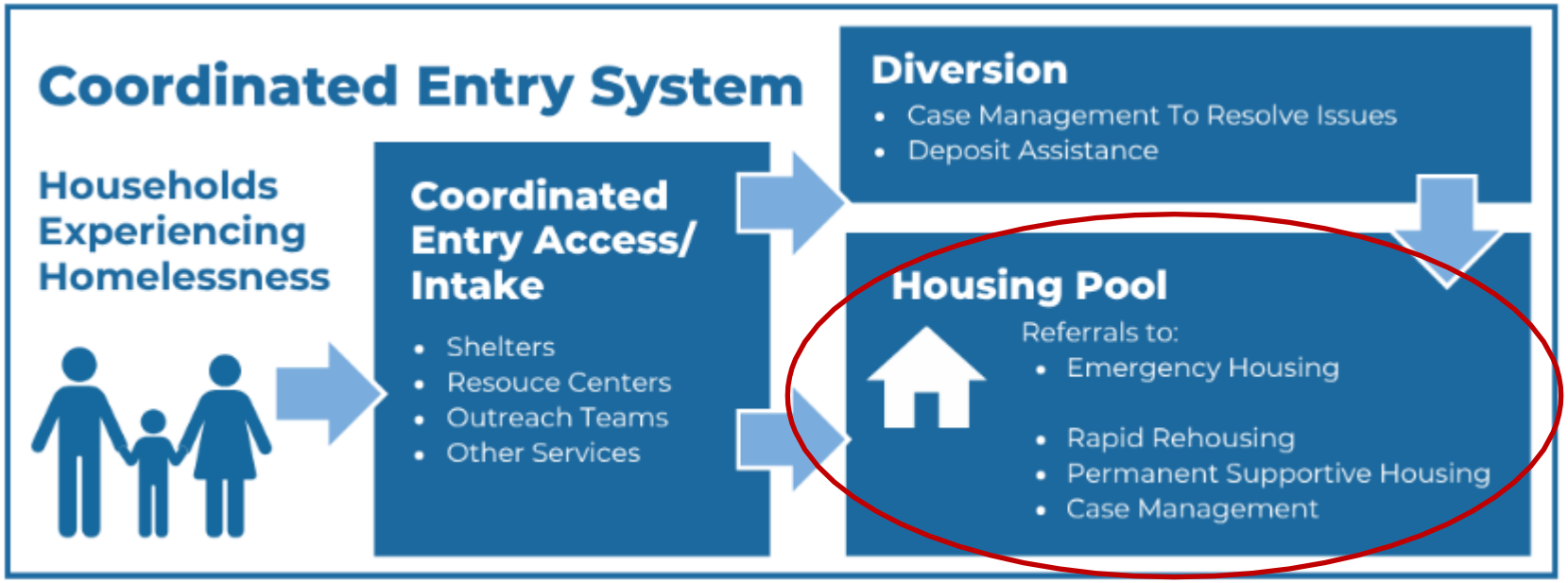
WHATCOM COUNTY
HEALTH AND COMMUNITY SERVICES

# Outline

- Background
- Timeline and Next Steps
- Draft Coordinated Entry (CE) Prioritization Policy Draft Review

# Background

WHATCOM COUNTY
HEALTH AND
COMMUNITY
SERVICES




*There are separate access points for prevention programs

CE connects people to housing programs that best meet their needs through an organized intake and assessment, **prioritization**, and referral process.

# Prioritization Requirements

## From Commerce and Whatcom County's 5-year Homeless Housing Plan

- "Objective 5: Prioritize assistance based on the greatest barriers to housing stability and the greatest risk for harm."

## From the Balance of State CoC:

- Required vulnerability factors:
  - Length of time homeless
  - Unsheltered homelessness, including people fleeing violence
- Other factors based on experiences instead of specific identities or categories (i.e. over the age of 60, diagnosed with mental health condition)
- Local flexibility, Coordinated Entry Governing Body

# Coordinated Entry Governing Body

A group of people that provides oversight of community CE processes and makes policy recommendations to Whatcom County Health and Community Services (Lead Grantee) and Opportunity Council (CE Lead)

# 5-year Local Homeless Housing Plan Strategies

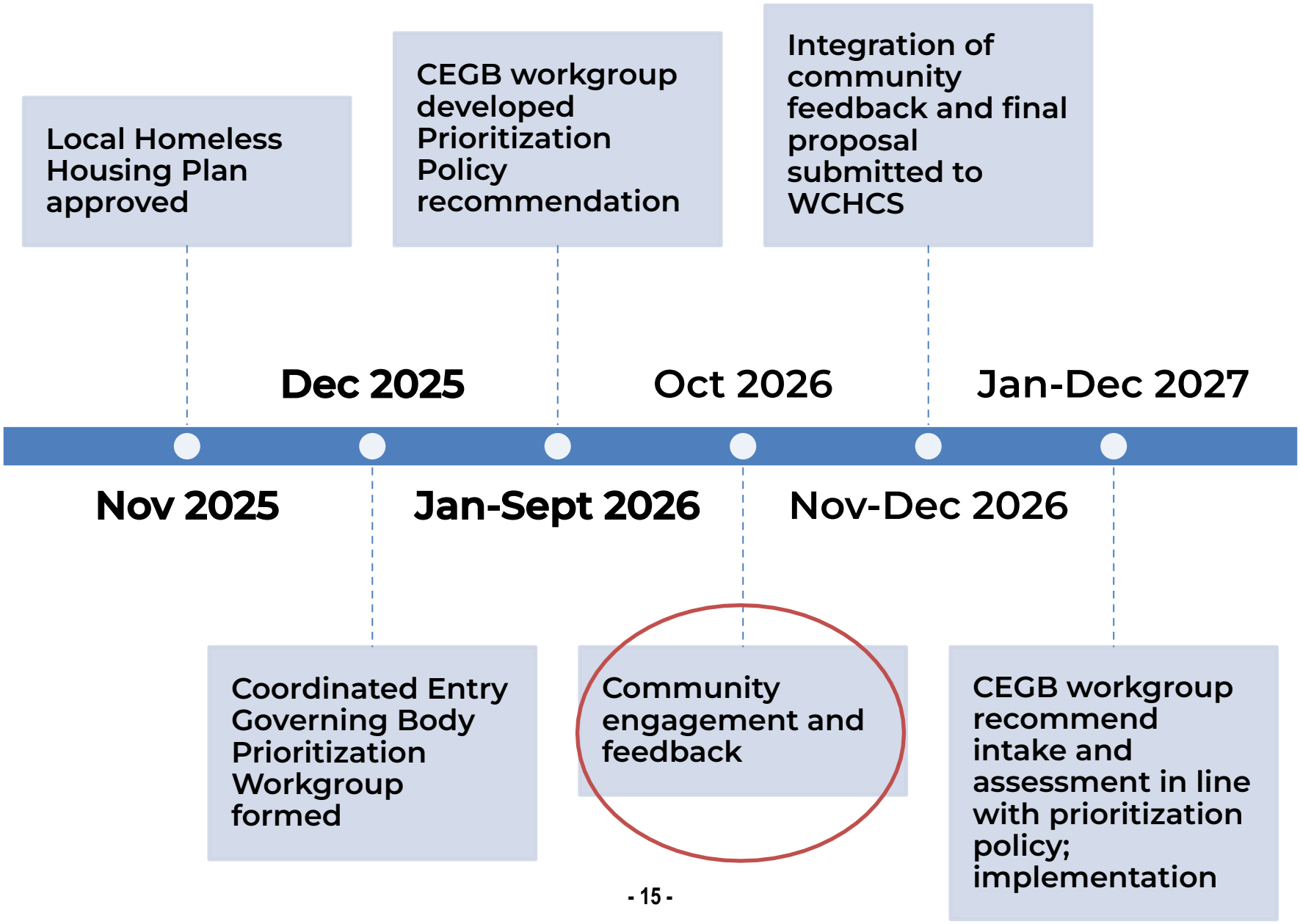
Objective 5 – Prioritize Assistance Based on the Greatest Barriers to Housing Stability and the Greatest Risk of Harm

Strategy 5.4 – Update Prioritization Policy and Processes

Strategy 5.5 – Update Intake and Assessment Tool and Processes

# Timeline

WHATCOM COUNTY
HEALTH AND
COMMUNITY
SERVICES


Local Homeless Housing Plan approved
CEGB workgroup developed Prioritization Policy recommendation
Integration of community feedback and final proposal submitted to WCHCS
Dec 2025
Oct 2026
Jan-Dec 2027
Nov 2025
Jan-Sept 2026
Nov-Dec 2026
Coordinated Entry Governing Body Prioritization Workgroup formed
Community engagement and feedback
CEGB workgroup recommend intake and assessment in line with prioritization policy; implementation

# Draft Coordinated Entry Prioritization Policy Review

WHATCOM COUNTY
HEALTH AND
COMMUNITY
SERVICES

# Draft Prioritization Policy Recommendation

Prioritization identifies which households will be contacted first for referral to available housing resources when there are program openings, based on information gathered during intake and assessment, check-ins, re-assessment, and case conferencing.

Households with higher barriers and greater vulnerability receive priority for more intensive interventions, but when those are not available, the household will be offered the resource that is most suitable. The general approach to prioritization is to give precedence to those with the greatest risk of harm.

# Prioritization Process Recommendation

Recommendation:
Households will be prioritized based on a weighted assessment score. On the assessment, each prioritization factor will be assigned a point value/point value range.

Later with an Intake and Assessment Workgroup:
Add policy language around scorer ability to modify the assessment score based on observations/reports from outreach/case managers who know the client.

# Prioritization Factor Recommendations

**High**

- Length of time homeless (current)*
- Vulnerability to illness or death
- Pregnancy and/or parenting

**Medium**

- Unsheltered homelessness (includes fleeing DV)*

**Low**

- Length of time homeless (in life)
- Length of time in Housing Pool



*required factor

# Other Considerations – Not in Policy

- Enrollment in a shelter program
- High utilization of emergency services to meet basic needs
- Exiting a short-term jail stay
- People represented in protected classes
- Serving the most vulnerable who need more support vs. people who may need just a little support

# Community Input

## The prioritization update conversation will include input from these groups:

- City of Bellingham Community Development Advisory Board
- Whatcom County Housing Advisory Committee
- Public Health Advisory Board
- Whatcom County Coalition to End Homelessness
- Outreach Providers Group
- Permanent Supportive Housing Providers Group
- Shelter Providers Group
- Lydia Place Community Action Board
- HomesNOW

Subject:
2027 Notice of Funding Availability (NOFA) for Housing & Services Program

Summary:
Katy Sullivan and Kathleen Morton from City of Bellingham Planning and Community Development Department will be continuing discussion around upcoming NOFA applications. We would like CDAB members to review the Housing, Human and Social Services NOFA for approval.

Previous Action:
During our CDAB COB staff provided an overview of upcoming NOFAs available through the Housing & Services Program. COB staff highlighted areas of change for NOFAs and encouraged CDAB members to review proposed rubric changes as we head into Novembers meeting where the final draft will be presented.

Recommendation:
Provide Direction or Guidance

Attachments:
1. DRAFT NOFA
2. STAFF PRESENTATION

Activity:
Work Session

Clearances | Date

Category:
NA

Presenter:
Katy Sullivan

Time Estimate:

Staff Contact:
Kathleen Morton

**HOUSING & COMMUNITY DEVELOPMENT FUND**
**NOTICE OF FUNDING AVAILABILITY (NOFA)**

# DRAFT

## Housing & Human/Social Services
## Justice and Opioid Funds

SERVICES BETWEEN JULY 1, 2027, AND JUNE 30, 2029

RELEASE DATE: DECEMBER 3, 2026

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## I. SERVICES SOUGHT

Applications are being sought from nonprofit agencies to provide housing, justice-oriented, or human/social services within the City of Bellingham. This announcement provides information and instructions for organizations and agencies interested in applying for these funds. The City will consider proposals from nonprofit and/or public agencies.

This NOFA is for a two-year period, between July 1, 2027, and June 30, 2029. The City would contract services for one year, with second year funding subject to availability, and limited by an annual appropriation of funds (Federal, State, and City). This is a combined Notice of Funding Availability (NOFA) for housing services, human/social services, and justice-oriented services. **This application has two potential application tracks which are dependent on the program priorities; please follow application instructions carefully.**

Organizations and/or agencies may also apply for other funding opportunities, such as community facilities, housing preservation, or production. Please visit our Funding Opportunities web page for more information at: https://cob.org/services/housing/funding-opportunities/partnerships-funding. Please be certain you select the correct application before applying. Each program has unique application requirements, priorities, and other differences.

## II. FUNDS AVAILABLE

In past years, we have funded between 12 and 16 applications per funding cycle. The normal range for grant awards in this program is expected to be between $15,000 and $100,000 per year, depending on the type of services offered. (The range for housing services is higher than for human/social or justice-oriented services.) Applications should reflect an annual assumption of funding.

Multiple applications from a single organization will only be accepted for distinct programs with separate project budgets that have no more than 20% shared staff, with outcomes and results that are entirely differentiated.

The City of Bellingham will have approximately $4,532,487 available to allocate for all of the combined awarded services per this NOFA.

Funding sources for this application are based on estimates and funding is dependent on appropriations. The amounts available for the three different categories of services can be derived by viewing the sources of estimated funding in the chart that follows:

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| Federal | Local | Local | Local | Local |
|---|---|---|---|---|
| Community Development Block Grant (CDBG) (Human/Social services) | City General Funds (Human/Social services) | Bellingham Housing Levy (Housing services) | Affordable Housing Sales Tax (Housing services) | Justice and Opioid Funds (Justice-oriented services) |
| $147,487 | $285,000 | $1,900,000 | $1,750,000 | $450,000 |

## III. PROGRAM REQUIREMENTS

### Program Priorities

This NOFA will offer funding through two different funding streams: Track A will award funding for programs supporting housing and human/social service needs. Track B will award funding for programs supporting justice-oriented and opioid goals. **Programs seeking funding will be awarded funding under only one track.**

**Application Track A**: This **housing, human and social service funding opportunity** is limited to those services that meet one of the following priorities, as articulated in the City's Consolidated Plan. Applicants must select just one priority as their primary goal:

- Prevent chronic homelessness through intervention services like diversion and light touch case management.
- Support households who are vulnerable to homelessness because of trauma, domestic violence, mental illness, etc.
- Provide basic needs to low-income persons and households (i.e., food and hygiene).
- Promote skill-building opportunities, such as literacy and job training programs for low-income and special needs individuals.
- Improve social support and connection for special needs populations.
- Support the operations of non-congregate emergency shelter, prioritizing seniors and medically fragile adults.

This track also requires that activities be targeted to and principally benefit individuals and households earning below 50% of Area Median Income (AMI).

**Application Track B**: This **Justice-oriented activities** funding opportunity must meet the goals as published in the Justice Project Implementation Plan (JPIP) and/or the One Washington MOU, which outline certain priorities. Applicants must select just one of the below listed priorities as their primary goal, which are the priorities that overlap within these plans and the City's Consolidated Plan:

- Expand access to behavioral health and substance use services for people at risk of incarceration.
- Create or expand low-barrier places where unsheltered and unstably housed people can connect to services.

- Support people leaving jail, treatment, or crisis care with re-entry navigation, transportation, and housing assistance.
- Reduce the impact of opioids and other substance use through prevention, treatment, and recovery.

**Income Targeting**

Application Track A

All funds must principally benefit persons or households with incomes 50% of AMI or below, and preference will be given to those services that benefit persons or households with incomes 30% AMI or below. For current incomes by household size, see http://www.cob.org/documents/planning/housing/hud-income-rent.pdf.

Application Track B

Activities are not subject to income targets listed above in Application Track A. Eligibility under Application Track B is determined by criminal legal system involvement or substance use impact, as described under Application Track B Eligible Populations below.

**Eligible Populations**

Application Track A

In addition to serving persons or households within the above articulated income categories, applicants must commit to serving one or more of the following special needs populations, as outlined within the City's Consolidated Plan. Some programs will specialize in a single population while others serve several. Either is acceptable, and no preference is given for serving more than one.

- Families with young children (under 8 years old) or single-parent households.
- Persons with physical or mental impairment, including addiction or behavioral health issues.
- Households that are homeless or at imminent risk of homelessness.
- Persons re-entering from institutions or prisons or exiting homelessness.
- Persons who are seniors (62+ years old).
- Survivors of domestic violence.

Application Track B

Programs applying under Track B must serve one or more of the populations listed below and must identify in the application which population(s) the program targets. Some programs will specialize in a single population while others serve several. Either is acceptable, and no preference is given for serving more than one.

- Adults currently or recently involved with the criminal legal system, including people in jail, on community supervision, participating in a therapeutic court, or referred through a diversion program.
- People leaving jail, inpatient treatment, or crisis stabilization.
- People with substance use disorder, including people in or seeking recovery.
- People with mental health or co-occurring disorders who are at elevated risk of criminal legal system involvement.

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- People experiencing homelessness with co-occurring behavioral health or substance use needs.
- Children, youth, and families affected by, or at elevated risk of, substance use.

**Eligible Costs**
The City will only reimburse for the following costs, provided they are directly related to program delivery (with the exception of indirect costs):

- Personnel (salary and benefits),
- Consultants, contractors, or subcontractors,
- Program costs (directly associated with authorized activities, such as travel or training, flexible client funds to aide in housing stabilization, etc.),
- Indirect or administrative costs are limited to no more than 15% of direct costs paid by City or an approved indirect cost rate from a cognizant federal agency.

All expenses must be directly related to carrying out the eligible service within the City limits. All funds are distributed on a reimbursement basis. Indirect rates over 15% are allowed only if the applicant has an approved indirect cost rate from a cognizant federal agency. Supporting documentation must be submitted with requests for reimbursement, and all records are subject to field audits to verify expenses.

Under Track B, the following are eligible program costs: time-limited rental, bed-fee, or move-in assistance on behalf of a participant entering or maintaining recovery or transitional housing, provided the payment is made to a housing provider or landlord rather than to the participant, is tied to a case-managed plan, and does not exceed 12 months per participant; client transportation; and prevention curricula, materials, and modest participant incentives. Grant funds must be directly attributable to the service being delivered, except as otherwise allowed through an approved administrative budget for the project.

**Ineligible Costs**
Grant funds may not be used for income payments, fundraising, political activities, equipment or furnishings, or repair and maintenance of facilities. Income payments are payments made to an individual or family to provide basic levels of food, shelter, or clothing. This restriction derives from federal program rules. Applicable requirements under 2 CFR 200 apply to all programs.

**Funds Must Increase Level of Service**
Under Track A, the services funded must be either a new service or a quantifiable increase in the level of service above that which was provided in the 12 months prior to May 15, 2027. Projects must demonstrate that the funding applied for would not merely replace (supplant) other state or local government funding for an existing service that has not been interrupted by prior cuts.

Services that were originally funded by the City as a new or increased level of service are eligible for continued funding. Activities currently receiving City funding may request increased funding if they: a) demonstrate a quantifiable increase in the level of service; b) demonstrate loss of other funding; or c) demonstrate increased costs for service delivery.

**Quarterly and Annual Reports**

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The City will require quarterly and annual reports which document the number of persons and households served, income of persons and households, total number of persons benefitted, race and ethnicity, location of the services, outcomes, and other information as negotiated in the contract documents. The City also requires housing services providers to send any Whatcom County-required reporting to the City and receives access to related Homeless Management Intake System reports.

**Project Location**
All services funded in this program must be provided/delivered within the City of Bellingham.

**Funding Recognition**
All projects must acknowledge the City's funding contributions in appropriate locations and in program or annual reports.

**Insurance Requirements**
Agencies receiving City funding must agree to defend the City, hold it harmless, and indemnify it as to all claims, suits, costs, fees and liability arising out of the acts or work of the agency, its employees, subcontractors, or agents pursuant to the funding agreement, where such liability is incurred as a result of the actions or omissions of such parties. The insurance of the Agency must be primary and noncontributory with any insurance for which the City is named insured, and include a waiver of subrogation against the City for losses arising from work performed by the Agency. The City must be named as an additional insured, and be provided with a certificate and endorsement showing such coverage. The following minimum insurance coverage will be expected:

| | |
|---|---|
| A. Workers Compensation | Statutory Amount |
| B. Professional Liability | $1,000,000 |
| C. Automobile Liability | $1,000,000 |
| D. Broad Form Comprehensive Liability | $1,000,000/occurrence<br>$2,000,000 aggregate |

**Faith-Based Organizations**
Organizations that are religious or faith-based are eligible, on the same basis as any other organization, to participate in the application.

However, organizations may not engage in explicitly religious activities, such as worship, religious instruction, or proselytization, as a part of the programs or services funded by the City. If the organization conducts such activities, the activities must be offered separately, in time or location, from the programs or services funded by the City, and participation must be voluntary for the beneficiaries of the City-funded programs or services. Faith-based organizations may use space in their facilities to provide City-funded services without removing religious art, icons, scriptures, or other religious symbols.

An organization receiving City funding shall not, in providing the service, discriminate on the basis of religion or religious belief.

A religious organization’s exemption from the federal prohibition on employment discrimination on the basis of religion, set forth in section 702(a) of the Civil Rights Act of 1964 is not forfeited when the organization receives City funding. Notwithstanding the foregoing, non-discrimination

requirements imposed by statute on all City grantees shall apply to religious and faith-based organizations.

**Non-discrimination and Equal Opportunity**
Agencies receiving City funding may not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identity, religion, age, families with children, and disability in employment or the provision of services.

**Compliance with Laws**
At the city's discretion, grant awards may be federal Community Development Block Grant (CDBG) funds, federal HOME Investment Partnership Program (HOME) funds, or locally-derived City funds. Recipients must be licensed and comply with all applicable laws, ordinances, and codes of the local, state, and federal governments, and must submit, within two weeks of the City's request for information, any and all information required to demonstrate compliance. All agencies contracting with the City under this NOFA must have an active registration with www.SAM.gov. All persons or businesses which do any work or perform services to the City of Bellingham are required to register their business. Go to http://bls.dor.wa.gov/. In addition, the Recipient agrees to adhere to other policies and guidelines established by the City of Bellingham.

**Child Safety Policy**
Agencies seeking funds for services that benefit or interact with children or youth (age 17 or below) are required to have an adult, youth, and child safety policy in place prior to contract execution that is in compliance with national standards. See https://www.childwelfare.gov/topics/preventing/developing/.

**Severe Weather Plan**
Agencies with programs which may be impacted by severe weather should develop a severe weather plan to keep clients and staff safe in the event of extreme cold, heat, smoke, etc. (This would be in addition to any existing emergency plans in the event of a natural disaster, such as an earthquake.) This plan will be required for agencies whose city-funded programs will continue to operate during extreme weather events.

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## IV. COMPETITIVE SELECTION CRITERIA: Application Track A (Housing and Human Services)

The NOFA application for Application Track A contains two parts: a Common Application and a City of Bellingham Housing & Human/Social Service Addendum. In addition to the general requirements described above, the City will evaluate proposals in the following areas, based on responses to the questions within the Addendum.

| Criteria | Basis (85 total possible points) | Weight |
|---|---|---|
| Population Served | All activities must serve at least one special needs population whose incomes are predominantly below 50% AMI. Priority is given to activities that serve populations with incomes of 30% AMI or below. | 20 pts. |
| Outcomes | Priority is given to programs that have demonstrated a commitment to completed connections, as defined within the NOFA. | 20 pts. |
| Equity and Access | Priority is given to programs that amplify equity, belonging, and community engagement work into their activities and services. | 15 pts. |
| Collaboration | Priority is given to programs that leverage and strengthen community partnerships. | 10 pts. |
| Agency Capacity | Priority is given to programs that demonstrate capacity to perform work within targeted budget and schedule. Describing agency's qualification and expertise. | 20 pts. |

### A. Populations Served (20 points)

1. Income Targets:
   The 2023-2027 Consolidated Plan identifies priorities based on the needs identified by the community. Housing and human/social service program activities must principally benefit those households or persons with incomes 50% of Area Median Income (AMI) or below. Preference will be given to activities that serve households with incomes of 30% AMI or below.

   - Activities that provide services to those households or persons with incomes between 30-50% AMI.
   - Activities that provide services to those households or persons with incomes below 30% AMI.

2. Special Needs Populations:
   Programs must also serve one or more of the special needs groups listed below, as articulated in our Consolidated Plan. Some programs will specialize in just one target population, while other programs will serve a broad range of special needs groups. Either is fine, and priority will not be given for programs that serve many special needs groups. We ask that applicants aim to select one primary special population if possible. For example, if a program serves survivors of domestic violence exclusively, and some of those clients also happen to be single parents or seniors, you should only select the

special needs population of "survivors of domestic violence," because that is the program's target population.

Some programs may serve the below target populations through a parallel or supplemental mission (for example, agencies supporting populations protected under Fair Housing laws or regulations may be considered serving populations at imminent risk of homelessness).

- **Families with young children** (under 8 years old) or **single-parent households**.
- Persons with **physical** or **mental** impairment, including addiction or behavioral health issues.
- Households that are **homeless** or **at imminent risk** of homelessness.
- Persons **re-entering from institutions or prisons** or **exiting homelessness**.
- Persons who are **seniors** (62+ years old).
- **Survivors of domestic violence**.

**B. Outcomes (20 pts)**

Programs applying for funding under Track A must designate their program activities under the appropriate sub-category. Each sub-category will have corresponding outcomes that must be tracked and reported by awarded grantees through the course of their contract term. To receive the maximum number of points, responses must be specific, and demonstrate how program activities are tracked and evaluated over time. **Points = 0-20**

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| Outcomes | Points |
|---|---|
| Demonstrates a commitment to achieving completed connections (defined as reporting of client engagements that result in a measurable achievement, or gained skill, or a referral that results in a confirmed connection of client to services) within programming.<br>An example of a completed connection may be established targets around and tracking of:<br>• number of clients stably housed within program,<br>• number of clients who successfully complete a course,<br>• % of clients actively completing goals after 3 months, and<br>• % of clients exited from program and remaining stably housed after 6 months.<br>The most points will be awarded to programs with a demonstrated track record of the following: establishing goals around completed connections, tracking performance, and reporting outcomes; as well as evidence of successfully serving populations in proportion to demographic needs in the community. | 20 |
| Although the applicant cannot demonstrate a robust history of achieving completed connections, applicant articulates a commitment to tracking completed connections in future programming, including outlining a plan for establishing goals around completed connections, tracking performance, and reporting out outcomes to funding partners. | 10 |
| No demonstrated history of achieving completed connections; Applicant cannot articulate a plan for meeting completed connections in future programming. | 0 |
| **TOTAL points possible** | **20** |

## C. Other City Priorities

1. Equity and Access:
   The City has committed (through Resolution 2025-09) to affirming its position as a community where people have a right to live free of discrimination, violence and systemic barriers that threaten their rights, safety, and wellbeing. The Bellingham Plan, the City's Comprehensive Plan for Growth (adopted by City Council in December 2025), further recognizes and amplifies equity, belonging, and community engagement work as a City priority. Successful applications will demonstrate a commitment to these stated principles, and provide evidence of working towards these goals. To receive the maximum number of points, responses must be specific, and related to the program activities for which funding is being sought. **Points = 0-15**

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| Equity and Access | Points |
|---|---|
| Best practice: Demonstrating practices toward amplifying equity, belonging, and community engagement work. | 15 |
| Progressive: Implementing these stated principles systemically and showing improved results and outcomes beyond what is required or expected. | 12 |
| Proactive: A clear awareness of the value of equity, belonging, and community engagement; starting to implement these principles systemically. | 8 |
| Reactive: A compliance-only mindset; actions are taken primarily to comply with relevant laws and social pressures. | 4 |
| Inactive: No work has begun to support these principles; equity, belonging, and community engagement are not part of organizational goals | 0 |
| **TOTAL points possible** | **15** |

2. Collaboration:
   The 2023-2027 Consolidated Plan identifies coordination of funding and delivery of services amongst agencies as a priority. Activities that demonstrate active partnerships and/or regular collaboration with other relevant public, nonprofit and private entities that support similar goals or related activities will receive preference. Examples are provided in the rubric below. To receive the maximum number of points, responses must be specific, and related to the program activities for which funding is being sought. **Points = 0-10**

| Evidence of collaboration | Points |
|---|---|
| Regularly sharing data and/or soliciting input in a formal manor from relevant stakeholders and partners; interagency agreements, formalized client referrals, etc. Demonstrates a track record of attending informal resource sharing and networking events and meetings; demonstrates vast knowledge of current and available resources across the County, plus evidence from the two categories below | 10 |
| Memorandum of understanding in place, formal participation on a task force or other advisory group with funders and/or other community partners | 6 |
| Informal collaboration (i.e., giving general updates, newsletters, reports); use of volunteers, financial contributions from the community | 2 |
| **TOTAL points possible** | **10** |

3. Agency Capacity
   Priority will be given to applicants that have demonstrated ability to provide housing, or human/social services and abide by government standards in doing so. Applicants that do not have previous experience in these areas will be expected to propose an appropriate relationship with an entity that does have this experience, or demonstrate relevant staff experience that is part of the new program. **Points = 0-20**

| Agency Capacity | Points |
|---|---|
| Plan to support proficient staffing and structure to carry-out hiring, training, services and supervision. Robust board of advisors with acumen in finance and operations. Reporting is completed on time and communication is prompt. Programming regularly hits beneficiary targets and spends allocated funds in entirety by end of contracting period.<br><br>For programs that have not received City funding, applicants must demonstrate success with past programs, and good standing with prior funders. | 20 |
| Plan to support proficient staffing and structure to carry-out hiring, training, services and supervision. Robust board of advisors with acumen in finance and operations. Reporting is completed on time and communication is prompt. Programming has not reached beneficiary targets and spends allocated funds disproportionately in contracting period. | 15 |
| Programming has demonstrated past success but does not currently illustrate stable staffing proposals. Organization has incurred monitoring findings or repeated concerns with the City within past two cycles. Reporting is completed mostly on time and communication varies. Stable board of advisors with sufficient expertise.<br><br>In absence of demonstrating past success with the City, applicants return a proposal that meets some (but not all) of the expectations stated within this NOFA. | 10 |
| Has not demonstrated current capacity to provide sufficient staffing to support programming and contracting requirements; has begun to take steps to align with planning. Reporting has not been on time and communication has been sub-optimal.<br><br>For new programs that have not applied for City funding previously, proposals provided are incomplete or lack sufficient information on program staffing and operations. Additionally, agency boards have vacant positions or members lacking expertise needed to carry out contract requirements. | 5 |
| **TOTAL points possible** | **20** |

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## V. COMPETITIVE SELECTION CRITERIA: Application Track B (Justice and Opioid Funds)

The NOFA application for Track B contains two parts: a Common Application and a City of Bellingham Justice and Opioid Funds Addendum. In addition to the general requirements described above, the City will evaluate proposals in the following areas, based on responses to the questions within the Addendum.

| Criteria | Basis (85 total possible points) | Weight |
|---|---|---|
| Population Served | All activities must serve at least one of the Track B Eligible Populations identified in Section III. Priority is given to programs serving people at the greatest depth of need. | 20 pts. |
| Outcomes | Programs must designate a priority and commit to numeric targets for its outcomes, including completed connections as defined within the NOFA. | 20 pts. |
| Equity and Access | Priority is given to programs that amplify equity, belonging, and community engagement work into their activities and services. | 15 pts. |
| Collaboration | Priority is given to programs that leverage and strengthen community partnerships. | 10 pts. |
| Agency Capacity | Priority is given to programs that demonstrate capacity to perform work within targeted budget and schedule. Describing agency's qualification and expertise. | 20 pts. |

### A. Populations Served (20 points)

All proposals must serve at least one of the Track B Eligible Populations identified in Section III and must identify which population or populations the program targets. Income is not a determining factor under Track B.

Points are awarded based on the depth of need within the population served. Priority is given to programs serving people with recent institutional contact, active substance use or overdose risk, or homelessness with co-occurring behavioral health needs. For prevention activities, priority is given to programs reaching children, youth, and families with identified risk factors rather than general audiences. **Points = 0-20**

| Populations Served | Points |
|---|---|
| Program primarily serves people with recent institutional contact, active substance use or overdose risk, or homelessness with co-occurring behavioral health needs; or, for prevention, focuses on children, youth, and families with identified risk factors. The applicant identifies the target population and describes how eligibility is determined and documented. | 20 |

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| Populations Served | Points |
|---|---|
| Program serves one or more eligible populations across a mix of acuity levels. The target population is identified and the eligibility determination is described. | 15 |
| Program serves an eligible population incidentally rather than by design. The target population is identified but the eligibility determination is not described. | 10 |
| Program does not clearly demonstrate service to an eligible population. | 0 |
| **TOTAL point possible** | **20** |

## B. Outcomes (20 pts)

Track B programs must designate their activities under one of the Track B priorities in Section III. Each priority carries a defined set of outcomes that awarded grantees will track and report through the contract term. Outcomes by priority are listed in Exhibit C.

1. Access to behavioral health and substance use disorder services
2. Low-barrier connection points
3. Re-entry and housing stability
4. Substance use: prevention, treatment, and recovery

Several outcomes across these priorities rely on completed connections. A completed connection means the client attended the intake, assessment, or first appointment, or entered the shelter, housing, or treatment bed. Referrals made without a confirmed arrival are reported separately. Low-barrier programs report completed connections as a count rather than as a share of people served; access to those programs is not conditioned on accepting services.

To receive maximum points, responses must identify the priority, state projected numeric targets for each of its outcomes, and describe how the data will be collected and verified. Applicants proposing a new program are scored on the quality and realism of that plan, not on whether the program already exists. **Points = 0-20**

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| Outcomes | Points |
|---|---|
| Identifies the priority its activities fall under and commits to numeric targets for each of its outcomes. Describes a specific, workable method for collecting and verifying the data, including who records it and in what system. Where the applicant has a track record, results from prior periods are provided. Evidence provided of successfully serving populations in proportion to demographic needs in the community (and/or clear plans to do so). | 20 |
| Identifies the priority its activities fall under and commits to targets for most outcomes. The data collection method is described but leaves gaps in how some results would be verified. | 14 |
| Identifies the priority its activities fall under and states general intentions, but targets are absent or not numeric, and the tracking method is undefined. | 7 |
| Does not connect its activities to a priority, or cannot describe how outcomes would be tracked. | 0 |
| **TOTAL points possible** | **20** |

## C. Other City Priorities

1. Equity and Access:
   The City has committed (through Resolution 2025-09) to affirming its position as a community where people have a right to live free of discrimination, violence and systemic barriers that threaten their rights, safety, and wellbeing. The Bellingham Plan, the City's Comprehensive Plan for Growth (adopted by City Council in December 2025), further recognizes and amplifies equity, belonging, and community engagement work as a City priority. Successful applications will demonstrate a commitment to these stated principles, and provide evidence of working towards these goals. To receive the maximum number of points, responses must be specific, and related to the program activities for which funding is being sought. **Points = 0-15**

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| Equity and Access | Points |
|---|---|
| Best practice: Demonstrating practices toward amplifying equity, belonging, and community engagement work. | 15 |
| Progressive: Implementing these stated principles systemically and showing improved results and outcomes beyond what is required or expected. | 12 |
| Proactive: A clear awareness of the value of equity, belonging, and community engagement; starting to implement these principles systemically. | 8 |
| Reactive: A compliance-only mindset; actions are taken primarily to comply with relevant laws and social pressures. | 4 |
| Inactive: No work has begun to support these principles; equity, belonging, and community engagement are not part of organizational goals | 0 |
| **TOTAL points possible** | **15** |

2. Collaboration:
   The 2023-2027 Consolidated Plan identifies coordination of funding and delivery of services amongst agencies as a priority. Activities that demonstrate active partnerships and/or regular collaboration with other relevant public, nonprofit and private entities that support similar goals or related activities will receive preference. Examples are provided in the rubric below. To receive the maximum number of points, responses must be specific, and related to the program activities for which funding is being sought. **Points = 0-10**

| Evidence of collaboration | Points |
|---|---|
| Regularly sharing data and/or soliciting input in a formal manor from relevant stakeholders and partners; interagency agreements, formalized client referrals, etc. Demonstrates a track record of attending informal resource sharing and networking events and meetings; demonstrates vast knowledge of current and available resources across the County, plus evidence from the two categories below | 10 |
| Memorandum of understanding in place, formal participation on a task force or other advisory group with funders and/or other community partners | 6 |
| Informal collaboration (i.e., giving general updates, newsletters, reports); use of volunteers, financial contributions from the community | 2 |
| **TOTAL points possible** | **10** |

3. Agency Capacity
   Priority will be given to applicants that have demonstrated ability to provide housing, or human/social services and abide by government standards in doing so. Applicants that do not have previous experience in these areas will be expected to propose an appropriate relationship with an entity that does have this experience, or demonstrate relevant staff experience that is part of the new program.

For Application Track B, demonstrated ability may also be shown through experience delivering behavioral health, substance use, re-entry, or peer-based services, or through staff with lived experience of the criminal legal system or of recovery. **Points = 0-20**

| **Agency Capacity** | **Points** |
|---|---|
| Plan to support proficient staffing and structure to carry-out hiring, training, services and supervision. Robust board of advisors with acumen in finance and operations. Reporting is completed on time and communication is prompt. Programming regularly hits beneficiary targets and spends allocated funds in entirety by end of contracting period.<br><br>For programs that have not received City funding, applicants must demonstrate success with past programs, and good standing with prior funders. | 20 |
| Plan to support proficient staffing and structure to carry-out hiring, training, services and supervision. Robust board of advisors with acumen in finance and operations. Reporting is completed on time and communication is prompt. Programming has <u>not reached</u> beneficiary targets and spends allocated funds disproportionately in contracting period. | 15 |
| Programming has demonstrated past success but does not currently illustrate stable staffing proposals. Organization has incurred monitoring findings or repeated concerns with the City within past two cycles. Reporting is completed mostly on time and communication varies. Stable board of advisors with sufficient expertise.<br><br>In absence of demonstrating past success with the City, applicants return a proposal that meets some (but not all) of the expectations stated within this NOFA. | 10 |
| Has not demonstrated current capacity to provide sufficient staffing to support programming and contracting requirements; has begun to take steps to align with planning. Reporting has not been on time and communication has been sub-optimal.<br><br>For new programs that have not applied for City funding previously, proposals provided are incomplete or lack sufficient information on program staffing and operations. Additionally, agency boards have vacant positions or members lacking expertise needed to carry out contract requirements. | 5 |
| **TOTAL points possible** | **20** |

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## VI. PROPOSAL INSTRUCTIONS

To qualify for consideration, applicants must submit the following as a response to this NOFA.

1. **Common Application** (attachment A1) Available at Common Application (cob.org)
2. a**. Application Track A: Housing & Human/Social Service Addendum** (attachment A2**).** Available at City Addendum (cob.org)
   b. **Application Track B: Justice and Opioid Funds Addendum.** Available at [Link]. (attachment A3**)**
3. **Attachment B.** Budget. Available at Exhibit B – Project Budget (cob.org)
4. **Attachment C.** Goals, Outcomes & Beneficiaries. Available at Exhibit C – Goals and Outcomes (cob.org)

### How to Submit Applications

Applicants will need to submit their application via the online application portal. It is the applicant's responsibility to ensure that their application is submitted ahead of the deadline for on-time submission. Applications submitted via email, in-person or mail will not be accepted. Late applications will also not be accepted.

Submitting applications via Online Application Portal:

Go to https://cob.org/hhsgrants and click on the link for the "online submission portal."

- No registration is required. You can save your work and return to your application later by clicking "Save" and entering your email address.
- It is recommended that you submit several days prior to the deadline to account for any technical issues which may cause a delay. It is also recommended to work in an external document before entering responses via the application portal to prevent potential loss of content due to any possible technical issues.
- You will receive an automatically generated confirmation email to verify that your application has been received.

### Application Schedule

NOFA released ..... December 3, 2026
Track A-Application Office Hours #1 .....January 12, 2027, 10:00 AM
Track B-Application Office Hours #2 .....January 14, 2027, 11:30 AM
Last day for questions.....January 21, 2027
Application FAQ available online .....January 28, 2027
**Applications due .....February 11, 2027, 4:00 PM**
Initial Review and Screening..... February 15-March 1, 2027
Draft Action Plan Released .....March 4, 2027
Community Development Advisory Board Public Hearing.....March 11, 2027
Opportunity for Public Comment ..... February 17-March 19, 2027
Community Development Advisory Board Recommendation .....April 8, 2027
Council Action on HUD 2027 Action Plan..... prior to May 15, 2027

**Applications are due no later than 4:00 p.m. on February 11, 2027.**

### Questions

Please contact Kathleen Morton at (360) 778-8358 or email KRMorton@cob.org with any questions about the application process. All questions must be received before January 21 at 4:00 pm. Answers will be posted online by January 28 at 4:00pm so that all applicants can benefit from the responses. Substantive questions received after that time will not receive a response.

## VII. OTHER INFORMATION

### City's Rights to Limit Funding

The decision to reserve and allocate funding rests with the City Council and Mayor of the City of Bellingham, with advice provided by the Community Development Advisory Board.

### Disclosure of Documents

All proposals and related materials become the property of the City upon delivery to the City. State law, RCW Ch. 42.17, provides that public records are subject to public inspection and copying unless specifically exempted. RCW Ch. 42.17 enumerates limited exemptions a public agency's obligation to disclose public records. If the applicant believes that portions of its proposal are exempt from disclosure to third parties, the applicant must clearly label the specific portions sought to be kept confidential and specify the exemption the applicant is relying on. However, acceptance of an application containing such designations by the City is not an agreement that such material is legally confidential, and the City cannot guarantee that such information will not be disclosed. Marking all or substantially all of an application as confidential may result in the application being rejected.

The applicant recognizes and agrees that the City will not be responsible or liable in any way for any losses that the applicant may suffer from the disclosure of information or materials to third parties, nor for any use of information or materials by third parties. Materials submitted by unsuccessful applicants are subject to disposal unless picked up promptly by the applicant, except that the City will maintain one copy in compliance with public record laws.

### Interpreter Services

Interpreter services for the deaf and materials in alternative formats are available upon advance request. TTY users please the Washington State Relay Service at 1-800-833-6388 and ask to be connected with the City of Bellingham, Housing & Services Program Manager at (360) 778-8385.

*The City of Bellingham does not discriminate on the basis of race, color, national origin, sex, sexual orientation, gender identify, religion, age, families with children, and disability in employment or the provision of services. With five business days' notice, special accommodations will be provided. Refer any inquiries or complaints related to HUD regulations*

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*implementing Section 504 to the Housing & Services Program Manager. Contact 778-8385 (voice) or 711 (TTY).*

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City of Bellingham WASHINGTON

**Presented by :**
Katy Sullivan & Kathleen Morton

# 2027 Notice of Funding Availability (NOFA) for Housing & Services Program

November 2026

# How NOFAs connect to the Consolidated Plan




The 2023-2027 Consolidated Plan identified community needs and established the City's housing and community development priorities for the 5-year period.

## 2027 NOFAs & Applications

Housing & Services program opens funding opportunities annually and bi-annually. These funding opportunities align with the Consolidated Plan priorities. Applicants describe how their proposed activities will address identified needs and advance Consolidated Plan goals.

## Funding Decisions

COB staff, application review board & CDAB will evaluate proposals in relation to the established priorities, eligible activities, available resources, and program requirements. CDAB's role is provide recommendations to COB staff and the Mayor.

# Funding Availability



**Production & Preservation of Housing and Shelter**
**Community & Public Facilities**
**Homeownership Programs**

No proposed NOFA or application changes



**Housing, Human and Social Service Grants**

Proposed changes to the NOFA, including new funds, application structure and scoring rubrics

# Housing, Human/Social Services NOFA

## 01 Incorporation of new funds

This application will be incorporating two funding sources from the Mayors office. Opioid Settlement funds and Justice Project funds to lend to more structure for community requests

## 02 Two Application Tracks

Although most priorities align with the Consolidated Plan, there are differences in target population and income requirements. Agencies will have the option to follow one of two pathways when it comes to time to apply.

## 03 Adjusted Rubrics

Due to the varying eligibility for funds, an additional rubric will need to be implemented. Feedback from CDAB on the rubrics will be especially helpful.
Staff will be putting a larger emphasis on Outcomes in the application to ensure the best performing agencies continue to be supported and providing excellent services in our community.

# Updated Dual Track Rubrics

## Track A

| Criteria | Basis (85 total possible points) | Weight |
|---|---|---|
| Population Served | All activities must serve at least one special needs population whose incomes are predominantly below 50% AMI. Priority is given to activities that serve populations with incomes of 30% AMI or below. | 20 pts. |
| Outcomes | Priority is given to programs that have demonstrated a commitment to completed connections, as defined within the NOFA. | 20 pts. |
| Equity and Access | Priority is given to programs that amplify equity, belonging, and community engagement work into their activities and services. | 15 pts. |
| Collaboration | Priority is given to programs that leverage and strengthen community partnerships. | 10 pts. |
| Agency Capacity | Priority is given to programs that demonstrate capacity to perform work within targeted budget and schedule. Describing agency's qualification and expertise. | 20 pts. |

## Track B

| Criteria | Basis (85 total possible points) | Weight |
|---|---|---|
| Population Served | All activities must serve at least one of the Track B Eligible Populations identified in Section III. Priority is given to programs serving people at the greatest depth of need. | 20 pts. |
| Outcomes | Programs must designate a priority and commit to numeric targets for its outcomes, including completed connections as defined within the NOFA. | 20 pts. |
| Equity and Access | Priority is given to programs that amplify equity, belonging, and community engagement work into their activities and services. | 15 pts. |
| Collaboration | Priority is given to programs that leverage and strengthen community partnerships. | 10 pts. |
| Agency Capacity | Priority is given to programs that demonstrate capacity to perform work within targeted budget and schedule. Describing agency's qualification and expertise. | 20 pts. |

# HHS Previous vs Proposed

## Previous

| Criteria | Basis | Weight |
|---|---|---|
| Population Served | All activities must serve at least one special needs population whose incomes are predominantly below 50% AMI. Priority is given to activities that serve populations with incomes of 30% AMI or below. | 25 pts. |
| High-priority needs | Priority is given to activities address high priority needs identified by the city. | 15 pts. |
| Equity & Social Justice | Priority is given to programs that integrate equity and social justice into their activities and services. | 15 pts. |
| Collaboration | Priority is given to programs that leverage and strengthen community partnerships. | 15 pts. |
| Agency Capacity | Priority is given to programs that demonstrate capacity to perform work within targeted budget and schedule. Describing agency's qualification and expertise. | 15 pts. |

## Proposed

| Criteria | Basis (85 total possible points) | Weight |
|---|---|---|
| Population Served | All activities must serve at least one special needs population whose incomes are predominantly below 50% AMI. Priority is given to activities that serve populations with incomes of 30% AMI or below. | 20 pts. |
| Outcomes | Priority is given to programs that have demonstrated a commitment to completed connections, as defined within the NOFA. | 20 pts. |
| Equity and Access | Priority is given to programs that amplify equity, belonging, and community engagement work into their activities and services. | 15 pts. |
| Collaboration | Priority is given to programs that leverage and strengthen community partnerships. | 10 pts. |
| Agency Capacity | Priority is given to programs that demonstrate capacity to perform work within targeted budget and schedule. Describing agency's qualification and expertise. | 20 pts. |

# Populations Served-Track A

Income Targets:
·Activities that provide services to those households or persons with incomes between 30-50% AMI.
·Activities that provide services to those households or persons with incomes below 30% AMI.

Special Needs Populations:
• Families with young children (under 8 years old) or single-parent households.
• Persons with physical or mental impairment, including addiction or behavioral health issues.
• Households that are homeless or at imminent risk of homelessness.
• Persons re-entering from institutions or prisons or exiting homelessness.
• Persons who are seniors (62+ years old).
• Survivors of domestic violence.

# Populations Served-Track B

**Eligible populations under section III:**

·Adults currently or recently involved with the criminal legal system, including people in jail, on community supervision, participating in a therapeutic court, or referred through a diversion program.
·People leaving jail, inpatient treatment, or crisis stabilization.
·People with substance use disorder, including people in or seeking recovery.
·People with mental health or co-occurring disorders who are at elevated risk of criminal legal system involvement.
·People experiencing homelessness with co-occurring behavioral health or substance use needs.
·Children, youth, and families affected by, or at elevated risk of, substance use.

| Populations Served | Points |
|---|---|
| Program primarily serves people with recent institutional contact, active substance use or overdose risk, or homelessness with co-occurring behavioral health needs; or, for prevention, focuses on children, youth, and families with identified risk factors. The applicant identifies the target population and describes how eligibility is determined and documented. | 20 |
| Program serves one or more eligible populations across a mix of acuity levels. The target population is identified and the eligibility determination is described. | 15 |
| Program serves an eligible population incidentally rather than by design. The target population is identified but the eligibility determination is not described. | 10 |
| Program does not clearly demonstrate service to an eligible population. | 0 |
| **TOTAL point possible** | **20** |

# Outcomes-Track A

| Outcomes | Points |
|---|---|
| Demonstrates a commitment to achieving completed connections (defined as reporting of client engagements that result in a measurable achievement, or gained skill, or a referral that results in a confirmed connection of client to services) within programming.<br>An example of a completed connection may be established targets around and tracking of:<br>• number of clients stably housed within program,<br>• number of clients who successfully complete a course,<br>• % of clients actively completing goals after 3 months, and<br>• % of clients exited from program and remaining stably housed after 6 months.<br>The most points will be awarded to programs with a demonstrated track record of the following: establishing goals around completed connections, tracking performance, and reporting outcomes to funding partners; as well as evidence of successfully serving populations in proportion to demographic needs in the community. | 20 |
| Although the applicant cannot demonstrate a robust history of achieving completed connections, applicant articulates a commitment to tracking completed connections in future programming, including outlining a plan for establishing goals around completed connections, tracking performance, and reporting out outcomes to funding partners. | 10 |
| No demonstrated history of achieving completed connections; Applicant cannot articulate a plan for meeting completed connections in future programming. | 0 |
| **TOTAL points possible** | **20** |

# Outcomes- Track B

| Outcomes | Points |
|---|---|
| Identifies the priority its activities fall under and commits to numeric targets for each of its outcomes. Describes a specific, workable method for collecting and verifying the data, including who records it and in what system. Where the applicant has a track record, results from prior periods are provided. Evidence provided of successfully serving populations in proportion to demographic needs in the community (and/or clear plans to do so). | 20 |
| Identifies the priority its activities fall under and commits to targets for most outcomes. The data collection method is described but leaves gaps in how some results would be verified. | 14 |
| Identifies the priority its activities fall under and states general intentions, but targets are absent or not numeric, and the tracking method is undefined. | 7 |
| Does not connect its activities to a priority, or cannot describe how outcomes would be tracked. | 0 |
| **TOTAL points possible** | **20** |

# Racial Equity

*Consistent between Track A & B

| Equity and Access | Points |
|---|---|
| Best practice: Demonstrating practices toward amplifying equity, belonging, and community engagement work. | 15 |
| Progressive: Implementing these stated principles systemically and showing improved results and outcomes beyond what is required or expected. | 12 |
| Proactive: A clear awareness of the value of equity, belonging, and community engagement; starting to implement these principles systemically. | 8 |
| Reactive: A compliance-only mindset; actions are taken primarily to comply with relevant laws and social pressures. | 4 |
| Inactive: No work has begun to support these principles; equity, belonging, and community engagement are not part of organizational goals | 0 |
| **TOTAL points possible** | **15** |

# Collaboration

*Consistent between Track A & B

| Evidence of collaboration | Points |
|---|---|
| Regularly sharing data and/or soliciting input in a formal manor from relevant stakeholders and partners; interagency agreements, formalized client referrals, etc. Demonstrates a track record of attending informal resource sharing and networking events and meetings; demonstrates vast knowledge of current and available resources across the County, plus evidence from the two categories below | 10 |
| Memorandum of understanding in place, formal participation on a task force or other advisory group with funders and/or other community partners | 6 |
| Informal collaboration (i.e., giving general updates, newsletters, reports); use of volunteers, financial contributions from the community | 2 |
| **TOTAL points possible** | **10** |

# Agency Capacity

*Consistent between Track A & B

| Agency Capacity | Points |
|---|---|
| Plan to support proficient staffing and structure to carry-out hiring, training, services and supervision. Robust board of advisors with acumen in finance and operations. Reporting is completed on time and communication is prompt. Programming regularly hits beneficiary targets and spends allocated funds in entirety by end of contracting period. For programs that have not received City funding, applicants must demonstrate success with past programs, and good standing with prior funders. | 20 |
| Plan to support proficient staffing and structure to carry-out hiring, training, services and supervision. Robust board of advisors with acumen in finance and operations. Reporting is completed on time and communication is prompt. Programming has not reached beneficiary targets and spends allocated funds disproportionately in contracting period. | 15 |
| Programming has demonstrated past success but does not currently illustrate stable staffing proposals. Organization has incurred monitoring findings or repeated concerns with the City within past two cycles. Reporting is completed mostly on time and communication varies. Stable board of advisors with sufficient expertise. In absence of demonstrating past success with the City, applicants return a proposal that meets some (but not all) of the expectations stated within this NOFA. | 10 |
| Has not demonstrated current capacity to provide sufficient staffing to support programming and contracting requirements; has begun to take steps to align with planning. Reporting has not been on time and communication has been sub-optimal. For new programs that have not applied for City funding previously, proposals provided are incomplete or lack sufficient information on program staffing and operations. Additionally, agency boards have vacant positions or members lacking expertise needed to carry out contract requirements. | 5 |

# Key Areas for Feedback

- What do CDAB members think of each of the proposed rubrics?
- What do CDAB members think of the weighting of categories?

# Timeline

## October

COB staff provides an overview of the application process. Highlights key changes and areas that COB staff would appreciate input on the NOFA.

## November

**CDAB will review final draft of NOFA and provide final input on changes.**

## December

NOFA will be released to the public and available until February 2027

## April

Award notifications will go out to grantees and budget estimates will be finalized with the Annual Action Plan.

Subject:
Proposed 2027 Calendar for CDAB Meetings

Summary:
COB staff seek input from CDAB members on meeting dates for the 2027 year. CDAB members should also provide suggestions on future content and presenters.

Previous Action:

Recommendation:
Information/Discussion

Attachments: 1. 2027 PROPOSED MEETING CALENDAR

Activity:
Work Session

Clearances | Date

Category:
NA

Presenter:

Time Estimate:

Staff Contact:
Kathleen Morton

## CDAB Annual Calendar (subject to change) - 2027

| | January 14th | February 11th | March 11th |
|---|---|---|---|
| **CDAB Meeting Plans:** | Prioritize 2026 speakers. Vote on chair and vice chair. Update on HHS applications. Overview of Consolidated Plan process. |  | Public Hearing on Action Plan (presentation). All Application received (HHS, Facilities, capital). Update on Analysis of Impediments. |
| **Guest speakers:** | *TBD* | | *TBD* |
| | **April 8th** | **May 13th** | **June 10th** |
| **CDAB Meeting Plans:** | Formal CDAB Recommendation on HHS Applications & 2026 HUD Action Plan. Legislative updates. Update on Consolidated Plan outreach plan. |  | Report on final Action Plan allocations (Mayor/Council action). Action Plan submitted to HUD (assuming HUD allocations released) by May 15. Other business. |
| **Guest speakers:** | *N/A* | | *TBD* |
| | **July 8th** | **August 12th** | **September 9th** |
| **CDAB Meeting Plans:** |  | Draft CAPER Release in August - Comment Period begins. Review work of funded agencies. | Public Hearing on CAPER. Comment Period closes. Provide recommendation vote on CAPER. Continued policy document discussions. |
| **Guest speakers:** | | *TBD* | *TBD* |
| | **October 14th** | **November 11th** | **December 9th** |
| **CDAB Meeting Plans:** | *Update on Consolidated Plan outreach feedback, review of preliminary data.* |  | Review draft Consolidated Plan. |
| **Guest speakers:** | *TBD* | | *TBD* |