

**SCHEDULE OF FUND AVAILABILITY AND ONE YEAR ACTION PLAN PROCESS
FOR YEAR 43 CDBG FUNDS FOR THE CITY OF HARLINGEN**

Font Legend

- **Staff Items** ■ **Publications & Postings** ■ **Meetings & Public Hearings**
■ **Reserve Rooms** ■ **Applications Released & Deadline** ■ **Comment Periods**
☺ **CDAB Participation**

(Monday), January 16, 2017

Send CDAB Meeting Notice (1/26/2017) to Valley Morning Star by noon for publication on Friday, January 20, 2017.

Reserve Lon C. Hill Conference Room for CDAB Meeting on Thursday, January 26, 2017, from 5-7 p.m.

Reserve Lon C. Hill Conference Room for Application Workshops (2-4 p.m.) on Tuesday, February 21, 2017, and Wednesday, February 22, 2017.

Reserve Town Hall for CDAB Public Hearing, Presentations and Prioritizations on Thursday, April 6, 2017, at 5:30 p.m.

Reserve Lon C. Hill Conference Room for public hearing on Thursday, May 18, 2017, at 5:30 p.m.

(Wednesday), January 18, 2017

Draft Agenda with required back up information.

(Friday), January 20, 2017

Notice of CDAB meeting on January 26, 2017 published.

EMAIL Agenda to be posted at buildings, City web page, and Department web page.

Send Agenda packets via email, mail or personal delivery to CDAB and Staff.

(Wednesday), January 25, 2017

Call to remind CDAB Members of meeting on Thursday, January 26, 2017, at 5:30 p.m. and to ascertain quorum information.

(Thursday), January 26, 2017 ☺

CDAB Meeting to review/approve CDBG/HOME Program Application for PY43— Lon C. Hill – 5:30 p.m.

- (Tuesday), January 31, 2017** **NOFA must be sent to Valley Morning Star** by noon for publication on Saturday, February 4, 2017.
- (Friday), February 3, 2017** **Add NOFA and Eligibility Criteria** to Department Website to be published on internet on Monday, February 6, 2017. Send to MIS to be posted on Saturday, February 4, 2017.
- (Friday), February 3, 2017** **Send electronic notice to City Departments** with applications and associated documents.
- (Saturday), February 4, 2017** **Publication of NOFA & Public Hearing Schedule** in Valley Morning Star.
- (Monday), February 6, 2017** **Verify NOFA and Eligibility Criteria** are published on internet.
- Applications Available** – Hard copies of Program Applications available in the Community Development Department.
- Electronic notice sent to Interested Parties list advising applications are available from the Community Development Department.
- (Tuesday), February 7, 2017** **Finalize documents** for Workshops on Tuesday, February 21, 2017 and Wednesday, February 22, 2017.
- (Monday), February 13, 2017** **Send email** reminder to all those who have picked up an application to register for the application workshops on Tuesday, February 21, 2017 and Wednesday, February 22, 2017.
- (Monday), February 20, 2017** **Send email** reminder to all those who have registered for the application workshops on Tuesday, February 21, 2017 and Wednesday, February 22, 2017.
- (Tuesday), February 21, 2017** **Staff Workshop** with applicants regarding application submittal requirements. Lon C. Hill 2-4 p.m. (CDBG).
- (Wednesday), February 22, 2017** **Staff Workshop** with applicants regarding application submittal requirements. Lon C. Hill 2-4 p.m. (HOME).
- (Friday), March 10, 2017** **Deadline for Applications to be returned to Community Development Dept. by 4:00 p.m.**

March 13 thru 17, 2017 – SPRING BREAK

(Friday), March 24, 2017

Send CDBG Week Proclamation to City Secretary before noon.

Send Fair Housing Month Proclamation to City Secretary before noon.

(Monday), March 27, 2017

Send CDAB Meeting Notice (4/6/2017) to Valley Morning Star by noon for publication on Friday, March 31, 2017.

(Thursday), March 30, 2017

Prepare Agenda for Public Hearing (4/6/17).

(Friday), March 31, 2017

Notice of CDAB meeting on April 6, 2017 published.

EMAIL Agenda to be posted at buildings, City web page, and Department web page.

Send Agenda packets via email, mail or personal delivery to CDAB and Staff.

Email presentation schedule to applicants & departments.

(Monday), April 3, 2017

Send CDAB Meeting Notice (4/13/2017) to Valley Morning Star by noon for publication on Friday, April 7, 2017.

(Wednesday), April 5, 2017 ☺

City Commission declares April as Fair Housing Month — Town Hall - 5:30 p.m.

City Commission declares April 17-22 as CDBG Week — Town Hall - 5:30 p.m.

**APRIL IS FAIR HOUSING MONTH
April 17 thru 22, 2017 – CDBG WEEK**

(Wednesday), April 5, 2017

Call to remind CDAB Members of Public Hearing and Presentations on Thursday, April 6, 2017 and to ascertain quorum information.

Send email to applicants as a reminder of tomorrow's meeting.

(Thursday), April 6, 2017 ☺

Public Hearing & Presentations, Town Hall – 5:30 p.m.

(Monday), May 15, 2017

Send CDAB Meeting Notice (5/25/17) to Valley Morning Star by noon for publication on Friday, May 19, 2017.

(Friday), May 19, 2017

Prepare and post Agenda for CDAB Meeting on Thursday, May 25th, 2017.

EMAIL Agenda to be posted at buildings, City web page, and Department web page.

Send Agenda packets via email, mail or personal delivery to CDAB and Staff.

(Wednesday), May 24, 2017

Call to remind CDAB Members of Public Hearing tomorrow to ascertain quorum information.

(Thursday), May 25, 2017 ☺

CDAB Meeting to establish funding recommendations to present to City Commission for Program Year 43 (2017-2018) -- Lon C. Hill – 5:30 p.m.

(Friday), May 26, 2017

Send Executive Summary for OYAP (Budget) due to City Secretary by noon.

(Friday), May 26, 2017

Send Homeownership Proclamation to City Secretary before noon for June 7th meeting.

JUNE IS HOMEOWNERSHIP MONTH

(Friday), June 2nd, 2017

Send Notice of June 7th City Commission meeting to all CDBG/HOME Applicants, CDAB Members, and City Departments.

EMAIL Agenda to be posted at buildings, City web page, and Department web page.

(Monday), June 5, 2017

Send Notice that OYAP is available for public comment period to V.M.S. for publication on Saturday, June 10, 2017, before noon. (Include CDAB Meeting/Public Hearing date of Thursday, June 22, 2017.)

(Wednesday), June 7, 2017 ☺

Draft One Year Action Plan (BUDGET) presented to City Commission for approval — Town Hall – 5:30 p.m.

(Wednesday), June 7, 2017 ☺

City Commission declares June as Homeownership Month — Town Hall – 5:30 p.m.

(Thursday), June 8, 2017

Revise Draft OYAP Notice to reflect changes in funding recommendations approved by City Commission and resend to VMS (to be published June 10, 2017).

(Friday), June 9, 2017	Begin Environmental Process.
	Post Notice and send online link for viewing of Draft OYAP. Copies available at the Library, Lon C. Hill Building and PHA.
	POST OYAP Draft Notice on department web page.
(Saturday), June 10, 2017	One-Year Action Plan Draft Notice Publication in the Valley Morning Star.
(Sunday), June 11, 2017	30-day comment period begins.
(Friday), June 16, 2017	Notice of CDAB meeting/public hearing on June 22 was published on June 10th .
	EMAIL Agenda to be posted at buildings, City web page, and Department web page.
	Send Agenda packets via email, mail or personal delivery to CDAB and Staff.
(Wednesday), June 21, 2017	Call to remind CDAB members of meeting/public hearing on Thursday, June 22, 2017, 5:30 p.m.
(Thursday), June 22, 2017	☺ Meeting/Public Hearing to hear comments on the Draft OYAP – Lon C. Hill - 5:30 p.m.
(Monday), July 10, 2017	30-day comment period ends at 5 p.m.
(Wednesday), July 19, 2017	☺ Resolution for Consolidated Plan and OYAP presented to City Commission—Town Hall – 5:30 p.m.
(Thursday), August 3, 2017	Complete Environmental Review Records.
(Friday), August 4, 2017	IF REQUIRED <u>Post</u> Finding of No Significant Impact (FONSI) and Notice to Public of Request for Release of Funds (CDBG and HOME) at the usual locations <u>for eighteen days.</u> Email combined notice to Interested Parties.
(Friday), August 11, 2017	Submit One Year Action Plan 2017-2018 to HUD for review/final approval via IDIS.
(Tuesday), August 22, 2017	FONSI/RROF posting deadline ends at 5 p.m.
(Wednesday), August 23, 2017	Environmental Review Records to be signed.
(Thursday), August 31, 2017	Mail Request for Release of Funds (If required).