



**CITY OF HENDERSON
CDBG PROGRAM ADVISORY COMMITTEE
REGULAR MEETING AGENDA**

**Wednesday, December 14, 2016
9:00 AM
Meeting Inquiries: (702) 267-2000**

**Council Chambers Conference Room
City Hall, 3rd Floor
240 Water Street
Henderson, Nevada 89015**

NOTICE

Notice to persons with special needs: For those requiring special assistance or accommodation to attend or participate in this meeting, arrangements for a sign language interpreter or services necessary for effective communication for qualified persons with disabilities should be made as soon as possible, but no later than 72 hours before the scheduled event. Listening devices are available for persons with hearing impairments.

Please contact Stacy Youngblood at (702) 267-2000 or TTY: 7-1-1 at least 72 hours in advance to request a sign language interpreter. You may also submit your request by using [Contact Henderson](#).

The Chairman reserves the right to hear agenda items out of order, combine two or more agenda items for consideration, remove an item from the agenda, or delay discussion relating to an item on the agenda at any time.

Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes.

Backup materials for agenda items can be found at the Neighborhood Services Division or on the City's website at: <http://henderson.siretechnologies.com/sirepub/meetresults.aspx>. To request backup materials, please contact Stacy Youngblood at (702) 267-2000.

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- I. CALL TO ORDER**
 - II. CONFIRMATION OF POSTING AND ROLL CALL**
 - III. PUBLIC COMMENT**

Items discussed under Public Comment cannot be acted upon at this meeting, but may be referred to a future agenda for consideration. Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes, at the discretion of the Chairman.

IV. ACCEPTANCE OF AGENDA (For Possible Action)

V. NEW BUSINESS

NB-1 INTRODUCTIONS OF COMMITTEE MEMBERS

Each member of the Program Advisory Committee will introduce themselves for public record.

NB-2 ELECTIONS OF CHAIR AND VICE-CHAIR

For Possible Action.
RECOMMENDATION: Elect Chair and Vice Chair

The Program Advisory Committee will elect the new committee chair and vice chair for the 2017 - 2018 Community Development Block Grant program year.

NB-3 APPROVAL OF REVISED FUNDING REQUEST FOR 2016 - 2017

For Possible Action.
RECOMMENDATION: Approve

Members of the Program Advisory Committee will review the updates made to the funding request for the 2016 - 2017 Community Development Block Grant program year.

NB-4 REVIEW THE SCORING CRITERIA FOR APPLICATIONS.

The Program Advisory Committee will review the scoring criteria form used to score CDBG grant applications and give final recommendations at the January 18, 2017 meeting.

NB-5 REVIEW AND DISCUSS APPLICATIONS

The Program Advisory Committee will review and discuss the Community Development Block Grant applications for the 2017 - 2018 program year.

VI. CHAIRMAN\MEMBER COMMENTS

The Chairman and Members may speak on any subject under this section of the agenda. Chairman and Members may comment on matters including, without limitation, future agenda items, upcoming meeting dates, and meeting procedures. Comments made cannot be acted upon or discussed at this meeting, but may be placed on a future agenda for consideration.

VII. SET NEXT MEETING

VIII. PUBLIC COMMENT

Items discussed under Public Comment cannot be acted upon at this meeting, but may be referred to a future agenda for consideration. Individuals speaking on an item will be limited to three (3) minutes and spokespersons for a group will be limited to ten (10) minutes, at the discretion of the Chairman.

IX. ADJOURNMENT

Posted by 9:00 a.m., December 8, 2016, at the following locations:

City Hall, 240 Water Street, 1st Floor Lobbies
Multigenerational Center, 250 S. Green Valley Parkway
Whitney Ranch Recreation Center, 1575 Galleria Drive
Fire Station No. 86, 1996 E. Galleria Drive
www.cityofhenderson.com
<https://notice.nv.gov>

**City of Henderson
CDBG Agency Requests
Fiscal Year 2016-2017**

Agency/Project Title	CDBG Grant Requested	CDBG PAC Recommended	PAC Score	Council Approved Allocation
Public Services (subject to 15% cap)				
Andson Foundation Inc. - Andson Academics	\$18,500	\$15,000	98.00	\$15,000
Blind Center of Nevada - Road to Independence	\$10,000	N/A		\$0
Board of Regents NSHE obo Nevada State College - School Based Health Medical Home Program	\$31,495	\$0	71.75	\$0
Boys & Girls Clubs of Southern Nevada - Marker After School Academic Program	\$20,000	\$0	74.67	\$0
Boys & Girls Clubs of Southern Nevada - Wormcatcher Program	\$20,000	\$12,500	98.00	\$12,500
Boys Town Nevada - Family Based Support Services	\$14,363	\$10,000	80.67	\$10,000
Club Christ Ministries - Game Changers Program	\$13,573	\$13,500	95.33	\$13,500
Dignity Health - St. Rose Dominican Hospital - Helping Hands of Henderson	\$14,781	\$0	83.33	\$0
Giving Life Ministries - Emergency Assistance Program	\$57,340	\$15,000	73.67	\$15,000
Greater Las Vegas Inner-City Games dba After-School All-Stars Las Vegas - What's Cool After-School	\$16,000	\$7,500	97.00	\$7,500
HELP of Southern Nevada-Henderson TBRA Case Manager	\$40,000	\$15,000	87.33	\$27,320
HopeLink - Family Resource Center	\$50,000	\$15,000	79.33	\$27,320
Jewish Federation of Las Vegas - Senior Medical Transport	\$3,840	\$0	63.67	\$0
Living Grace Homes, Inc - Living Grace Homes, Phase II	\$50,000	\$15,000	77.67	\$15,000
Nevada Partners, Inc.-Emergency Needs Assistance Program	\$5,000	\$5,000	80.00	\$5,000
Proventus Place - Senior Success	\$5,000	\$0	64.33	\$0
SAFE House - Transitional Services Program	\$43,450	\$14,500	81.67	\$26,820
The Shade Tree - Case Manag. for Homeless & Abused Women & Children	\$12,000	\$12,000	89.67	\$12,000
Public Service Total Requested	\$425,342	\$150,000		\$186,960
Estimated Public Service Funds Available	\$150,000	\$150,000		\$186,962
Difference in Available vs. Requested Public Service Funds	\$275,342	\$0		\$0

Agency/Project Title	CDBG Grant Requested	CDBG PAC Recommended	PAC Score	Council Approved Allocation
Rehabilitation/Neighborhood Preservation				
COH Housing Services & Support - Non-Voting Item	\$227,000	\$227,000		\$227,000
Rebuilding Together - Lead Hazard Control - Non-Voting Item	\$20,000	\$20,000		\$20,000
Rebuilding Together - Critical Home Repair	\$100,000	\$150,000	86.67	\$150,000
Rehabilitation Total Requested	\$347,000	\$397,000		\$397,000
Public Facilities Improvements				
COH Parks & Rec - Downtown Recreation Center Court Replacement	\$50,546	\$0	89.00	\$0
COH Public Works-Tree Streets Streetlight Replacements Phase 4	\$151,250	\$151,250	94.00	\$151,250
COH Public Works-Tree Streets Streetlight Replacements Phase 5	\$94,625	\$94,625	90.00	\$94,625
COH Public Works-Tree Streets Streetlight Replacements Phase 6	\$91,625	\$91,625	90.00	\$91,625
COH Public Works-Tree Streets Streetlight Replacements Phase 7	\$60,000	\$60,000	90.00	\$60,000
Public Facilities Improvements Total Requested	\$448,046	\$397,500		\$397,500
Economic Development				
Southern Nevada Public Television - GOAL Workforce Edu.	\$50,000	\$0	82.33	\$0
Economic Development Total Requested	\$50,000	\$0		\$0
Administrative Costs (subject to 20% cap)				
Neighborhood Services Administration - Non-Voting Item	\$200,000	\$200,000	n/a	\$249,283
Administrative Total Requested	\$200,000	\$200,000		\$249,283
Total Funds Requested for Rehab, Public Facilities, ED, Admin	\$1,045,046	\$994,500		\$1,043,783
Funds from Prior Years	\$100,000	\$100,000		
Estimated 2015 CDBG Entitlement	\$1,000,000	\$1,246,416		\$1,216,904
Estimated Total Funds Available for PS, Rehab, Public Facilities, ED, Admin	\$1,100,000	\$1,346,416		\$1,216,904
Difference in Available vs. Requested Funds for PS, Rehab, Public Facilities, ED, Admin	\$370,388	\$150,000		\$0
Total All Funds Requested	\$1,470,388	\$1,496,416		\$1,230,743
Estimated Total All Funds Available	\$1,100,000	\$1,253,256		\$1,216,904
Total Difference All Requests	\$370,388	\$0		\$0

City of Henderson
 CDBG Program Advisory Committee
Application Scoring Sheet

Agency/Program: _____

INSTRUCTIONS: Please use the scoring criteria when scoring each applicant. By using the scoring criteria, you will give each candidate a fair and consistent evaluation. As you review the application and listen to the presentation, please enter the number of your score in the Score column. If a score is left blank, it will be zero.

RATINGS: Each agency has the ability to earn 100 points, 80 points from the PAC and 20 points from City Staff. Each criterion’s point system is weighted on its importance to the overall success of the agency’s ability to provide services to the low and moderate income clients benefiting from the proposed program.

<u>Committee Scoring Questions</u>	Points Possible	Score
Application Quality	5	
Project Description & Need	10	
Capacity to Manage Program	10	
Ability to serve Henderson residents	5	
Proposed Outcome Measures	30	
Project Budget	10	
Oral Presentation	10	
Total	80	

<u>Administrative Scoring Questions – City Staff ONLY</u>	Points Possible	Score
Priority programs - Score is based on whether or not an applicant’s program meets one of the three priority categories.	10	
Past Subrecipients Only - Score is based on past performance (i.e. reporting requirements, timeliness, and attainment of goals). <i>NOTE: New applicants will automatically receive 5 points</i>	10	
Total	20	

Committee Score _____
 Administrative Score _____
Total Score _____

Application Scoring Criteria Worksheet

This worksheet is provided to assist PAC members to evaluate each project on an objective and quantifiable basis. Please use the scoring criteria when scoring each project. This will allow each committee member to give every applicant a fair and consistent evaluation.

Application Quality (5 points max)

On the scale of 0 to 5, consider the overall quality of the application as submitted. Did the applicant provide all of the requested information and was the information presented in a manner that was clearly understood?

Project Description & Need (10 points max)

On a scale of 0 to 20, considered if the application has identified a significant community need and how well the proposed project will address the identified need. Considered if the project may duplicate other services and to what extent partnerships will be involved in developing the propose project. Consider the applicant's response in questions **6, 11 and 15**.

Capacity to Manage Program (10 points max)

On a scale from 0 to 10, consider whether or not the organization has the skill set, experience and capacity to manage the proposed program. Consider the applicant's response in question **7**.

Ability to serve Henderson residents (5 points max)

On a scale from 0 to 5, consider how this program will benefit the Henderson community and its residents. Is the program located in Henderson? How many Henderson residents will benefit from this program? Consider the applicant's response in question **22**.

Proposed Outcome Measures (30 points max)

On a scale from 0 to 30, consider whether the program has a clearly defined outcome that can be measured and clearly describes the benefits to clients. Is the method for tracking the results reasonable? Consider the applicant's response in question **20, 21, 22, 23, and 24**.

Project Budget (10 points max)

Consider whether or not the previous year's financials are provided and whether or not they are audited by a CPA firm. Is the projected budget similar to prior year's financials and is the projected budget reflecting a profit or loss. Consider the **attached budgets**.

Oral Presentation (10 points max)

On a scale from 0 to 10, consider whether or not the program's representative was clear and straight to the point. Did they stay within their allotted time? Was the speaker knowledgeable about the program and ready to answer question?

Administrative Scoring for Staff Only

Priority programs (10 points max)

Consider whether or not the proposed program meets the HUD standards and definitions for educational and youth services, employment and economic development or affordable housing. If the proposed program meets the criteria for one of the above categories, the propose program will receive an additional 10 points for meeting one of the City of Henderson’s priority.

Past Performance (10 points max)

NOTE: New applicants will automatically receive 5 points

On a scale from 1 to 10, consider how the returning agency managed the program. Did they submit their reports on time and submitted invoices with backup documents? Did the agency spent utilize all of their funding?

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CDBG Agency Requests
Fiscal Year 2017-2018**

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Public Services (subject to 15% cap)				
Andson Foundation Inc. - Andson Academics	\$20,000			
Boys & Girls Clubs of Southern Nevada - Wormcatcher Program	\$25,000			
Clark County Public Education Foundation - Early Learning, Literacy and Family Engagement Program	\$50,000			
Club Christ Ministries - Game Changers Program 2.0	\$12,907			
Giving Life Ministries - Emergency Assistance Program	\$52,200			
Habitat For Humanity Las Vegas - Successful Homeownership	\$30,000			
HopeLink of Southern Nevada - HopeLink Family Resource Center	\$40,000			
Junior Achievement of Southern Nevada - Balancing Life and Money-preparing Henderson At-Risk Youth for Adult Success	\$25,000			
Living Grace Homes, Inc - Living Grace Homes, Phase II	\$50,000			
SAFE House - Transitional Services Program	\$50,450			
The Gay & Lesbian Community Center of Southern Nevada - The Center Advocacy Network	\$25,000			
The Shade Tree - Case Manag. for Homeless & Abused Women & Children	\$15,000			
Public Service Total Requested	\$395,557	\$0		\$0
Estimated Public Service Funds Available	\$150,000	\$150,000		\$186,962
Difference in Available vs. Requested Public Service Funds	\$245,557	\$0		\$0

Agency/Project Title	CDBG Grant Requested	CDBG PAC Recommended	PAC Score	Council Approved Allocation
Rehabilitation/Neighborhood Preservation				
COH Housing Services & Support - Non-Voting Item	\$227,000			
Rebuilding Together - Critical Home Repair	\$200,000			
Rehabilitation Total Requested	\$427,000	\$0		\$0
Public Facilities Improvements				
COH Parks & Rec - Indoor Tot Play Area - Valley View Recreation Center	\$50,546			
COH Public Works - Carson Way and Hillcrest Drive Sidewalk and Streetlight Improvements	\$247,900			
COH Public Works-Tree Streets Sidewalk Improvements Phase 1	\$158,500			
COH Public Works - Victory Road Streetlight Improvements Phase 1	\$151,500			
COH Public Works - Victory Road Streetlight Improvements Phase 2	\$141,500			
Giving Life Ministries - GLM EAP Building Project	\$408,000			
Public Facilities Improvements Total Requested	\$1,157,946	\$0		\$0
Economic Development				
Economic Development Total Requested	\$0	\$0		\$0
Administrative Costs (subject to 20% cap)				
Neighborhood Services Administration - Non-Voting Item	\$200,000			
Administrative Total Requested	\$200,000	\$0		\$0
Total Funds Requested for Rehab, Public Facilities, ED, Admin	\$1,784,946	\$0		\$0
Funds from Prior Years	\$0			
Estimated 2016 CDBG Entitlement	\$1,000,000			
Estimated Total Funds Available for PS, Rehab, Public Facilities, ED, Admin	\$1,000,000	\$0		\$0
Difference in Available vs. Requested Funds for PS, Rehab, Public Facilities, ED, Admin	\$1,180,503	\$0		\$0
Total All Funds Requested	\$2,180,503	\$0		\$0
Estimated Total All Funds Available	\$1,000,000			\$0
Total Difference All Requests	\$1,180,503	\$0		\$0