



County of Santa Barbara
105 E. ANAPAMU, SANTA BARBARA

HUMAN SERVICES COMMISSION

ALLOCATIONS COMMITTEE MEETING –
ACTION SUMMARY
October 6, 2016

Call to Order and attendance: Commissioners Aceves, Cawthon and Chair Mickiewicz attended. Missing were Commissioners Jensen and Ramirez. Also in attendance were County staff Susan Foley and Laurie Baker and Matthew Kropke (Housing and Community Development).

Public Comment Period: NA

The purpose of the meeting was to discuss the 2017-18 Notice of Funding Availability (NOFA) process and timeline for the Federal Community Development Block Grant (CDBG) Public Services and General Fund Mini Grants. There will not be an Emergency Solutions Grant (ESG) allocation next fiscal year. There will be state funds made available for ESG however.

Ms. Baker went over the overall timeline of the NOFA. It will be published Thursday, November 3, 2016 and on the HCD website and the Human Services Commission (HSC) website. Applications will be due through ZoomGrants on Monday, January 9, 2017. She said the Department of Housing and Urban Development (HUD) will notify the County later of the exact amount to be allocated. In the meantime staff will use the past allocation as a guide. HUD will inform the County of its actual allocation in March 2017. The minimum grant amount will be \$15,000.

Ms. Baker asked that all Allocations Committee members please use ZoomGrants for their review in order to make sure the process is fair. She suggested ranking applications but not providing a dollar amount. It was agreed that the committee members should score all applications prior to the interviews and then revise their scores if need be after the interviews and before the deliberations and then finalize scores after the deliberations.

She also asked that if the funds come in less than expected that the Committee recommend one grantee to eliminate rather than making a reduction across the board.

The applicant interviews will be held Thursday, February 2, 2017 at a place to be determined from 9:00 a.m. to noon. Deliberations will be Friday, February 3, 2017 at St. Marks in the parlor room, 2901 Nojoqui St. in Los Olivos from 9:00 – noon. The general fund HSC mini grants will be published at the same time. Applications for the mini grant however, will be due Friday, December 16, 2016 instead of in January (CDBG deadline).

Ms. Baker mentioned that applicant training which is mandatory for applicants, is also open to Commissioners if they would like to attend. They will be held in South County: Board of Supervisors (BOS) hearing room 105 E. Anapamu St. fourth floor from 1:00 – 2:00 p.m. and North County: November 9, 2017 at BOS hearing room in Santa Maria, 511 E. Lakeside Parkway, Santa Maria from 1:00 – 2:00 p.m. ZoomGrants training follows both of the CDBG trainings as well.

Ms. Foley agreed to contact Solvang city staff to try to reserve the City Council Chambers for the February 2, 2017 applicant interviews.

Commission Chair Mickiewicz asked that staff add the Santa Barbara Alano Club to the email list for the NOFA. Ms. Foley agreed to get them on the NOFA list. She also suggested the committee meet briefly prior to the November meeting to elect a chair.

Adjourn: The Committee meeting adjourned at 10:00 a.m.