

Community Development's Annual Calendar of Events

Activity	2019 Date Range
Prepare Annual Action Plan – proposal for upcoming year	November - January
Citizens Advisory Committee - meeting #1	January 9 th
HUD 425 Report due (Oct 1-Dec 31)	January 20 th
Prepare CAPER – summary of previous year	February – June
Annual Action Plan – HUD required 30 day commit period	February 1 st – March 1 st
HUD Timeliness Test (CDBG)	March 1 st
Annual Action Plan – adoption by City Council hearing	March 6 th
Annual Action Plan – Mayor's signature on SF 424's	March 9 th
Annual Action Plan final - due in IDIS	March 15 th
Environmental Review Process (2019 project specific funds)	April - July
Rehab Program Application Period	April 8 th – 12 th
HUD 4710 Report (Davis Bacon) – due in IDIS (Oct 1- Mar 31)	April 15 th
HUD 425 Report due (Jan 1-Mar 31)	April 20 th
National Community Development Week	April 22 nd – 26 th
HUD Field Office Audit	May (tba)
Publish RFP for 5 Year Con Plan Consultant	May (tba)
Citizens Advisory Committee - meeting #2	July 5 th
HUD 425 Report due (Apr 1-June 30)	July 20 th
CAPER final – due in IDIS	July 30 th
HUD 60002 and Section 3 Report (due with CAPER)	July 30 th
HOME Project commitment deadline (two years prior funds)	July 31 st
Bethel Apartment – site inspections	August 1 st
Condemnation Public Hearing	September 18 th
HUD 4710 Report (Davis Bacon) – due in IDIS (Apr 1-Sept 30)	October 15 th
HUD 2516 Report (MBE) – due in IDIS (Oct 1 – Sept 30)	October 15 th
HUD 425 Report (July 1-Sept 30)	October 20 th
Neighborhood Meeting – Groups AB, C, D, E, & F	November 1 st
Prepare 5 Year Con Plan Proposal – updates for following year	November – March (2020-2025)