



MEMORANDUM

Date: November 18, 2016

To: The Honorable Chair and Members
Pima County Board of Supervisors

From: C.H. Huckelberry
County Administrator 

Re: **Pima County Department of Community Development and Neighborhood Conservation (CDNC) Annual Action Plan for Fiscal Year 2016/17**

The Pima County Department of Community Development and Neighborhood Conservation (CDNC) is required by the US Department of Housing and Urban Development (HUD) to submit an Annual Action Plan (AAP) that describes planned activities for each fiscal year and the relationship of the activities to the five-year goals of the City of Tucson/Pima County Consolidated Plan covering Federal Fiscal Years 2015 through 2019.

The attached memorandum from Deputy County Administrator Jan Leshar and the accompanying AAP summarize the CDNC divisions, programs and planned activities for Fiscal Year 2016/17. The electronic version of the AAP is available on the Pima County website.

CHH/lab

Attachment

c: Jan Leshar, Deputy County Administrator for Community and Health Services



MEMORANDUM

Community and Health Services

Date: November 18, 2016

To: C.H. Huckelberry
County Administrator

From: Jan Leshner 
Deputy County Administrator

Re: Pima County Annual Action Plan for Fiscal Year 2016-2017

The Pima County Department of Community Development and Neighborhood Conservation (CDNC) is required by the Department of Housing and Urban Development (HUD) to submit an Annual Action Plan (AAP), which describes planned activities for each fiscal year and the relationship of the activities to the five-year goals of the City of Tucson/Pima County Consolidated Plan, covering Federal Fiscal Years 2015-2019. The AAP serves as the formal application for the use of the HUD Community Development Block Grant (CDBG) and Emergency Solutions Grant (ESG) program funds. CDNC also receives HUD HOME Investment Partnership Program (HOME) funds through the City of Tucson-Pima County HOME Consortium. The formal AAP was approved by the Pima County Board of Supervisors on May 3, 2016, and then submitted to HUD and was officially approved on August 22, 2016.

In past years, the AAP that was submitted to HUD was also distributed to the public. However, HUD has changed the format for submission which is now done in HUD'S Integrated Data Information System (IDIS) which cannot be uploaded for public distribution. Therefore, I instructed the CDNC staff to work with Pima County Communications to develop an "Annual Action Plan At-A-Glance" document which would be visually-appealing, a streamlined booklet version of the AAP submitted to HUD for public consumption.

CDNC and Communications have finalized this document which is designed to provide a brief description of the CDNC divisions, programs and planned activities in FY 16-17. The "Annual Action Plan At-A-Glance" will be available in hard copy and electronic versions. Hard copies will be distributed to County Administration, the Board of Supervisors, members of Congress, the Phoenix HUD field office, as well as CDNC's community partners. The electronic version is available on the Pima County website

JL/cbc

c: Margaret Kish, Director, Community Development and Neighborhood Conservation