



TOWN OF ARLINGTON

DEPARTMENT OF PLANNING and
COMMUNITY DEVELOPMENT

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To: Adam Chapdelaine, Town Manager
Cc: Jennifer Raitt, Director, Department of Planning and Community Development
From: Julie Wayman, CDBG Administrator
Date: November 8, 2018
Re: Expansion of Community Development Block Grant (CDBG) Subcommittee

Prior to the next CDBG funding cycle starting January 2019, I would like to request the expansion of the CDBG Subcommittee to include three residents. This is a format used by many communities to ensure proper public engagement and that the requirements in the Code of Federal Regulations, Title 24 - Housing and Urban Development, Subpart B - Citizen Participation and Consultation, are met.

The subcommittee would continue to review CDBG applications and help with funding decisions. The three residents added to the committee would participate more broadly including conducting site visits, and assisting with general community engagement, especially with Community Development Week and the five year Consolidated Plan, preparation for which will start this fiscal year.

Potential members would have a willingness to understand CDBG, the eligibility requirements, the goals of the town and the program, and other Arlington goals/plans. They should be able to meet approximately six times a year, more often during January-April, and should plan to serve a three year term.

Arlington values diversity and we would strongly encourage residents of varied backgrounds, including people of color, persons with disabilities, persons who are non-English speaking, persons who make a low- to moderate-income, and others to serve. Additionally, we are looking for a diverse representation of gender and age.

Conditional upon your approval, the posting for these appointments will be made immediately and ideally positions filled by early December.

Thank you for your consideration.