

TIMELINE
FY 2012/13 AGENCY REVIEW PROCESS for
CITY of TEMPE HUMAN SERVICE & CDBG PUBLIC SERVICE FUNDING

TIMEFRAME / DATE & TIME	TASK	WHO	SPECIFIC
Monday, July 25, 2011	Begin recruiting AR Volunteers	TCC	Mena, Matthews
Saturday, October 1, 2011	First public notice of CDBG funding available to agencies published	Revitalization	Hittie, Schmalz
Monday, October 10, 2011	Notices e-mailed to currently funded, recent applicants, and other interested nonprofit agencies.	TCC/Agencies	Mena, Matthews
Wednesday, October 26, 2011 8 AM – 9AM	Bidder's Conference/Grant & Technical Training. Held at Hatton Hall, 34 E. 7 th St., Tempe, AZ 85281. Agencies are to RSVP to ONE of the Training Dates.	TCC/Agencies	Mena, Matthews
Thursday, October 27, 2011 4 PM – 5 PM	Bidder's Conference/Grant & Technical Training. Held at Hatton Hall, 34 E. 7 th St., Tempe, AZ 85281. Agencies are to RSVP to ONE of the Training Dates.	TCC/Agencies	Mena, Matthews
Tuesday, November 1, 2011	COT Human Services RFP Release on e-Cimpact	TCC	Mena, Matthews
Wednesday, November 2, 2011 8 AM	CDBG presentation to TCC Board (open forum)	TCC/Housing Services	Schmalz or Chris Anaradian
Wednesday, November 16, 2011 12 PM – 1:30 PM	Executive Director Roundtable. Held at Hatton Hall, 34 E. 7 th St., Tempe, AZ 85281. Executive Directors are asked to be our guest at this luncheon.	TCC/Revitalization/ Agencies	Hanley, Mena, Matthews, Hittie
Friday, November 25, 2011	Contact Information Forms due to TCC.	Agencies	Mena, Matthews
Monday, December 5, 2011 - NOON	Human Service Proposals Due in e-Cimpact by Noon. CDBG Proposals Due by Noon to TCC.	Agencies	Mena, Matthews
Monday, December 12, 2011 5 PM – NEW Volunteers Tuesday, December 13, 2011 8 AM RETURNING Volunteers	Volunteer Training & Orientation. Tempe Schools Credit Union (2800 S. Mill Ave., Tempe, AZ 85282). Trainings will prepare volunteers for the online application system. Proposals will be assigned to Volunteers.	TCC/Volunteers	Mena, Matthews
Tuesday, January 3, 2012	Last Day for Volunteer Training & Orientation "Make-Ups" (by appointment only)	TCC/Volunteers	Mena, Matthews
Tuesday, January 10, 2012	Interview questions due in e-Cimpact by Noon.	Agency Rev. Comm.	AR Comm.

TIMEFRAME / DATE & TIME	TASK	WHO	SPECIFIC
Monday, February 6 - 17, 2012 (Every other day)	Agency Interviews. Evaluation reports distributed and completed at this time. Determine significant questions and answers. Each Committee member will serve 1/2 day to interview agencies during this week.	Agency Review Committee/Agencies/TCC	Mena, Matthews
Thursday, February 16, 2012 (tentative)	First CDBG Public Hearing	Revitalization	Hittie, Schmalz
Wednesday, February 29, 2012 9:00 AM - 5:00 PM (Lunch 11:30 - 12:30)	Final Meeting. Committee meets and determines its recommendations by reviewing composite evaluations.	Agency Review Committee/TCC	AR Comm.
Thursday, March 15, 2012	30 Day Public Comment Period Begins for DRAFT CDBG Action Plan	Revitalization	Hittie, Schmalz
Wednesday, April 4, 2012 - 7:30 AM	Review recommendations at TCC Board Meeting.	TCC	TCC Board
Thursday, April 12, 2012 OR Thursday, April 26, 2012	Recommendations presented to City Council at Issue Review Session.	TCC Revitalization	Hanley & AR Co-Chairs Anaradian
Week of April 16, 2012 (tentative)	City of Tempe Budget Review begins. Departments make individual presentations to Council.	TCC	Hanley, Mena, Matthews
Thursday, April 26, 2012 (tentative)	Second Public Hearing/Approval of Final Action Plan by Council.	Revitalization	Hittie, Schmalz
Tuesday, May 15, 2012	Action Plan due to HUD.	Revitalization	Hittie, Schmalz
Monday, May 28, 2012	Summary Reports and agency notification letters prepared.	TCC	Staff
Thursday, June 21, 2012 (tentative)	City of Tempe Final Budget Approval.	Tempe City Council	
July 1 st , 2012 (tentative)	Agencies are officially notified of City allocations	TCC	Staff