



AGENDA

Citizens Advisory Committee for Community Development

December 2, 2025

Busch Municipal Building (840 Boonville Avenue)
2nd Floor, West Conference Room, 6:00 p.m.

1. Attendance
2. Welcome and Introductions
3. Approval of Minutes
 - a. October 28, 2025, CACCD Meeting
4. FY2026 Discretionary CDBG Technical Assistance Training Session (see attached)
5. Old Business
6. Future Topics
7. Public Comments
8. Next Meeting: December 23, 2025, 6:00 p.m.
Busch Municipal Building – 2nd Floor, West Conference Room
9. Adjournment

NOTE: In accordance with the Americans with Disabilities Act (ADA) guidelines, if you need special accommodations when attending a CACCD meeting, please notify the Planning & Development Department at 417-864-1037 as soon as possible to ensure our ability to accommodate your needs. In accordance with Limited English Proficiency (LEP) guidelines, language assistance is also available.



**DISCRETIONARY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
PROGRAM TECHNICAL ASSISTANCE TRAINING**

**December 2nd at 6:00PM, Busch Building, 2nd Floor West Conference Room
840 Boonville Avenue**

AGENDA

1. Staff Introductions & Welcome
2. CDBG Program Allocation Process and Timeline
3. Changes to the Application, Instructions, & Evaluation Criteria
4. CDBG Application, Instructions, & Evaluation Criteria
 - a. Page 1 & 2 – Policies and Procedures
 - b. Page 3 – Section 1 – Project Criteria (Application Page 1)
 - c. Page 4 – Section 1 – Project Criteria (Application Page 2)
 - d. Page 5 – Section 2 – Community Development Plan Summary (Application Page 3)
 - e. Page 6 Activity Implementation & Project Readiness Scoring Criterion
 - f. Pages 7-10 – Capacity, Leverage, Cost-Benefit, Targeting, Citizen Involvement, & Self-Sufficiency Scoring Criterion
 - g. Page 11 - Section 4 – Application Budget (Application Page 5)
5. Submission Process – Planning Department, Busch Building 2nd Floor, 840 N. Boonville Ave. or Electronically via Online Submission Portal: <https://www.springfieldmo.gov/CDBGproposals>
6. Common errors, Reimbursement Requirements, Monitoring, Demographics, and Timeliness Ratio
7. CDBG Target Area (CDBG Discretionary Public Service Target Area Boundary - Citywide)
8. CDBG Program Income Schedule 2025 and Demographic Reporting
9. Deadline: **Thursday, December 18, 2025, at 12:00pm (noon)**
10. Joint City Council & Citizens Advisory Council for Community Development (CACCD) Public Hearing - **January 5, 2026, at 6:00pm – Springfield Regional Police and Fire Training Center, 2620 W. Battlefield Road** (January 8, 2026, Inclement Weather Date)
(5-minute presentation for each CDBG proposal)
11. Questions and Contact Information