

City of Prescott
**CDBG Citizens Advisory Committee
Subcommittee**



March 5, 2026 | 11:00 AM
201 N. Montezuma Street
Council Chambers, 1st Floor
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **CDBG Citizens Advisory Committee Subcommittee** at their meeting to be held **March 5, 2026**. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCUSSION & ACTION ITEMS**
 - A. Presentation, Review & Discussion Regarding the CDBG Program Year 2026 Applicants.
Recommended Action: This item is for discussion only. No formal action will be taken.
4. **ADJOURNMENT**

Upon a public majority vote of a quorum of the Board, the Board may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));
- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03(A)(3));
- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. § 38-431.03(A)(4));
- (5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));
- (6) Discussion, consultation or consideration for negotiations by the city or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));
- (7) Discussion or consultation with designated representatives of the city to consider its

position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on 2/26/26 at 11:00 a.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.

Sarah M. Thornhill

Sarah M. Thornhill, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: March 5 CDBG Citizens Advisory Committee Subcommittee
DATE: March 5, 2026
DEPT: Community Development
ITEM #: 3.A
SUBJECT: Presentation, Review & Discussion Regarding the CDBG Program Year 2026 Applicants.

ITEM SUMMARY

This item is for staff to review and discuss the CDBG Program Year 2026 applicants.

BACKGROUND

The CDBG Citizen Advisory Committee (CAC) selected a three-member Subcommittee at the February 18, 2026 meeting to review and discuss the applicants for the Community Development Block Grant (CDBG) Program Year 2026 funding. The Subcommittee will utilize the individual score-sheets completed by each CAC member. Evaluation criteria include, but are not limited to, overall eligibility for CDBG funding, meeting a CDBG National Objective, and organizational stability. The results of the Subcommittee's review and discussion will be presented to the CAC at their upcoming March 18, 2026 meeting.

FINANCIAL IMPACT

There is no fiscal impact associated with this item.

RECOMMENDED ACTION

This item is for discussion only. No formal action will be taken.

ATTACHMENTS

1. 2026 CDBG Applicant Score Sheet

2026 CDBG Application Evaluation Worksheet

Organization's Name:		Reviewer's Name:		Type of activity or project?	
		Construction <input type="checkbox"/>		Public Service <input type="checkbox"/>	
Can you fairly judge this application without a conflict of interest?		Yes <input type="checkbox"/>		No <input type="checkbox"/>	
Does the project or activity benefit Low- and Moderate-Income persons?		Yes <input type="checkbox"/>		No <input type="checkbox"/>	
Is the project or activity within the Prescott City limits?		Yes <input type="checkbox"/>		No <input type="checkbox"/>	
Criteria	Measure	Points Available	Reviewer Point Total		
Project Description	The proposal clearly states the problem or need to be addressed.	20			
	Prescott residents served is clearly stated.	5			
	The project narrative is clear, concrete, and concise and how goals will be met.	15			
<i>Total Points:</i>		40			

Reviewer Comments:

Organizational Capacity	Financial statements current and in good standing.	10		
	Proposal describes experience with similar projects and / or programs.	5		
	Organization has previous experience with CDBG or other grant funding.	5		
	Organization demonstrates sufficient staff capacity to manage proposed project or program.	5		
	Past funding resources given.	5		
	Project includes secured matching funds.	5		
	Applicant will accept a partial award.	5		
<i>Total Points:</i>		40		

Reviewer Comments:

2026 CDBG Application Evaluation Worksheet (page 2)

Project Budget and Timeline	Project Schedule is clear and includes quarterly breakdown.	10	
	Documents attached that describe program or project.	5	
	Budget is clear and accurate according to prescribed instructions.	5	
<i>Total Points:</i>		20	
<i>Total Points:</i>		100	

Reviewer Comments: