

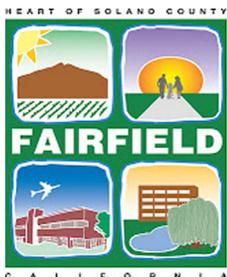


Community Development Block Grant (CDBG) Advisory Committee Application

Assist in accomplishing the goals of the Community Development
Block Grant for the City of Fairfield

Deadline to Apply: 5 p.m., Thursday, November 5, 2020

For Questions Contact:
Sullina Sanchez, Housing Finance Analyst
ssanchez@fairfield.ca.gov or 707-428-7729



Complete this application packet and return by the due date
to the City Clerk's Office
Email : aalexander@fairfield.ca.gov
Mail or In-person: City Clerk's Office, 1000 Webster Street, 4th Floor,
Fairfield, CA 94533



About the CDBG Advisory Committee

WHO WE ARE:

The CDBG Advisory Committee shall participate in Community Meetings and Public Hearings during the development of the Consolidated Plan, review all applications for CDBG funding; receive testimony from applicants; attend Public Hearings regarding the AAP and funding allocations; make annual allocation recommendations to the City Council following strategies developed in the Consolidated Plan; participate in the development of Substantial Amendments to the Consolidated Plan or the AAP; and review the Consolidated Annual Performance and Evaluation Report (CAPER) detailing the City's progress towards accomplishing the goals set forth in the Consolidated Plan.

The CDBG Advisory Committee will consist of seven (7) members and two (2) alternate members. A member is defined as either (1) a person who is a full-time resident and registered voter of Fairfield, or (2) if there is a lack of response from full-time residents and registered voters of Fairfield, a City staff representative.

To the greatest extent possible, the CDBG Advisory Committee will reflect the ethnic and economic composition of Fairfield.

Eligibility Requirements and Expectations

The following criteria will be considered for eligibility as a member of the Committee:

1. Applicants must be residents of Fairfield.
2. Must be registered voter of Fairfield.

Term of Office

Members appointed by the Planning Commission and Youth Services Commission shall serve two-year terms. The Public Interest Members selected by two City Council Members and appointed by the Mayor shall serve four-year terms. Two alternate Public Interest Members shall serve one-year terms. All Committee Members shall serve at the pleasure of the Mayor for no more than two (2) terms plus any unexpired term to which they are appointed but not for more than ten (10) years in total.

Meetings

Meetings are held when necessary.



How to Apply - Application Checklist

Use this checklist to make sure you complete the application. We will not be able to process incomplete applications.

- Read and understand the requirements and expectations for the CDBG Advisory Committee.**
- Provide proof of residency.** *Phone or utility bill. If you have questions about your residency, please contact the City Clerk's Office at 707-428-7402.*
- Make sure you are registered voter in Fairfield.** *The City Clerk's Office will verify before appointment.*
- Complete application.** *Please print or type application and sign it. Non-complete applications will not be accepted.*
- Complete supplemental questionnaire and attach to application.**
- Turn in application by the due date to City Clerks Office, 1000 Webster St., 4th floor or by email at aalexander@fairfield.ca.gov.**

Application Process

- Application must be received by 5pm on the due date. Applications will be kept on file for one year from date submitted.
- You will be contacted by the City Clerk's Office for an interview if you meet the eligibility requirements and have fully completed the application requirements.
- Interviews will be held at City Hall with the two City Councilmembers on the Appointment Committee.
- The Appointment Committee will make a recommendation to the Mayor on who to appoint. If the Mayor agrees to the appointment, the City Council will vote on your appointment at a Council Meeting.
- If Council approved your appointment, the City Clerk will contact you to administer your oath of office.
- Your term will be based on whether you are filling an expired term or an un-expired term (you are filling a vacancy due to a resignation and that person has served part of their term already.)
- If you have questions on this process, please contact the City Clerk's Office at 707-428-7402.



**COMMUNITY DEVELOPMENT
BLOCK GRANT ADVISORY
COMMITTEE**

**DEADLINE TO APPLY:
5:00 P.M.
THURSDAY, NOVEMBER 5, 2020**

Date In Stamp

If you have questions about the application please contact Amber Alexander, aalexander@fairfield.ca.gov or 707-428-7402.

Applicant Name: _____

Address: _____ **Zip Code:** _____

Phone: _____ **Email:** _____

How do you prefer to be contacted? Text Call Email

Are you a resident of the city of Fairfield? Yes No

Have you served on this committee in the past? Yes No

Occupation: _____

Place of Employment: _____

Education: _____

Areas of Special Interest: _____

Organizations Belonging to: _____

Offices Held: _____

Community Work (e.g. Boy Scouts) _____

I hereby certify that the information provided in this application is accurate and I have made every attempt to answer all questions truthfully and to the fullest extent possible. I acknowledge that false statements or misrepresentations on this application will be cause for refusal of placement or immediate dismissal at any time during my placement. I have reviewed the application packet and understand the requirements and expectations, including attendance of evening meetings. I understand that this is a non-paid position with no promise, express or implied, of consideration for future employment.

Signature of Applicant: _____ **Date:** _____

