

STATE OF CONNECTICUT

Community Investment Fund 2030 Board

June 13, 2023, 10 a.m.

Legislative Office Building (LOB), Hearing Room 1D/Hybrid with Zoom

300 Capitol Avenue, Hartford, CT 06106

Recording can be viewed at ct-n.com.

MINUTES:

1. Welcome and Roll Call

A meeting of the Community Investment Fund 2030 Board was held at the Legislative Office Building, Hartford, CT, on June 13, 2023, at 10 AM and via Zoom. Chair and Speaker of the House Matthew Ritter called the meeting to order at 10:09 AM.

Members in Attendance at LOB:

Speaker Ritter

House Minority Leader Candelora

Senator McCrory

Representative Napoli

Secretary Beckham

Comptroller Sean Scanlon

Commissioner Alexandra Daum

Eileen Meskill, Attorney General Designee

Jonathan Dach, Chief of Staff, Office of the Governor

Eleanor Michael, Department of Administrative Services Designee

Astread Ferron-Poole, Department of Social Services Designee

Members in Attendance Online:

Senate President Looney

Senate Majority Leader Duff

Senate Minority Leader Kelly

House Majority Leader Rojas

Senator Moore

Representative Felipe

Kevin Alvarez, Office of the Treasurer Designee

Others in Attendance at the LOB:

Robert Hotaling, Deputy Commissioner, DECD

Matthew Pugliese, Director, Community Investment Fund

Melinda Wilson, Assistant Director, Community Investment Fund

Yukshan Li, Project Manager, Community Investment Fund

Others in Attendance Online:

Charlotte Moller, Office of the State Comptroller

Kyle Abercrombie, DECD

Avery Gaddis

Rob Blanchard

Panagiota Capaldi, Administrative Assistant, Community Investment Fund
Jess Reed, Accountant, Community Investment Fund

2. Comments from the Co-Chairs

Senator Looney expressed that Community Investment Fund (CIF) Round 1 and Round 2 went very well. He commended the Department of Economic and Community Development (DECD) for their vetting of over \$900 million in Round 1 applications and over \$1 billion in Round 2 applications for this very popular program. Applications have been able to move through to the Bond Commission in a timely fashion, for which he thanked the Governor. Speaker Ritter echoed Senator Looney's comments, saying that the program has exceeded expectations, and he is hopeful that we will continue to see a great deal of progress as municipalities now have a better understanding of the program. Speaker Ritter proposed moving the September 12 meeting to September 26. There were no objections to the change in meeting date.

3. Approval of Minutes from March 14, 2023, Meeting

On a motion by Comptroller Scanlon, seconded by Secretary Beckham, the CIF Board unanimously approved the minutes of their March 14, 2023, meeting, as presented, with no discussion.

4. Implementation Report and Measurement

Commissioner Daum remarked that CIF has been operational for one year. She introduced CIF Director Matthew Pugliese to provide the CIF Board with information on CIF awards, applicant pool and municipal participation. She asked the members for their help in bringing more towns into the fold of CIF.

Mr. Pugliese shared a PowerPoint presentation which was previously emailed to members along with the agenda. He spoke to various statistics on the first two Rounds of CIF.

Regarding program administration, Mr. Pugliese discussed the addition of four staff members to support the administrative activities of CIF. He thanked the legislature and the Governor's office for supporting these positions.

Senator Looney asked about the plans for future funding of partial awards. Commissioner Daum answered that partial awards are purposefully discreet for a particular portion of a project. While DECD understands that applicants might re-apply for funding for later stages of a partially funded project, this would be a new application and not guaranteed funding.

5. Round 3 Timeline Overview

Mr. Pugliese said that the Round 3 application deadline is Friday, June 30, 2023. It is DECD's goal to have Executive Summaries and application materials to the CIF Board by Tuesday, August 15. CIF staff will be available to answer Board questions until September 5.

On a motion by Senator Looney, seconded by Comptroller Scanlon, the CIF Board unanimously changed the date of the September 2023 meeting from September 12 to September 26, 2023.

Chief of Staff Dach asked if additional dates in the Round 3 timeline should also be pushed back to allow CIF/DECD staff more time to review and summarize applications for the CIF Board.

On a motion by Speaker Ritter, seconded by Secretary Beckham, the CIF Board unanimously pushed back the August 15 date to August 22 for the Executive Summaries and materials to be sent to the CIF Board and the September 5 date to September 12 for CIF/DECD staff availability for questions and when CIF Board members communicate their recommendations to Board Co-chairs.

Speaker Ritter requested a new timeline be sent out reflecting these changes.

6. Round 4 Timeline – Oct 1 – Dec 15

Mr. Pugliese discussed a proposed Round 4 timeline with the Notice of Funding Availability (NOFA) posted October 1 and applications due December 15, 2023. Due to the timeline changes for Round 3, he recommended changing the Round 4 NOFA posting date to October 15 with the December 15 due state standing. Executive Summaries and materials will be sent to the CIF Board members on February 9, 2024. CIF staff will be available for questions through March 5, and March 5 will be the deadline for the Board members to communicate their recommendations to the Board Co-chairs. The CIF Board meeting will be held March 12, 2024.

Senator Duff asked if the recommended timeline allows applicants enough time to prepare their materials. Commissioner Daum confirmed most applicants are familiar with the CIF application by now and two months is a standard timeframe.

On a motion by Comptroller Scanlon, seconded by Senator Duff, the CIF Board unanimously moved the Round 4 Notice of Funding Availability posting date to October 15, 2023.

Speaker Ritter requested a new timeline be sent out reflecting these changes.

7. For the Good of the Order – Comments from Board Members

Commissioner Daum raised the issue of requests for project changes from applicants after funding has been awarded. She encouraged applicants to apply when the project is ready but not prematurely. Speaker Ritter asked what an applicant should do if they believe the terms of the grant award do not fit their vision of their project. How can they go back and make changes once it's been approved and allotted? Commissioner Daum answered that CIF/DECD staff verify bond commission language with applicants prior to the State Bond Commission meeting for vote on the projects. Minor changes can be approved by CIF/DECD staff or brought to the CIF Board for approval. Significant changes to scope would lead to de-allotment of the award. A new application would be reviewed by the CIF Board. Speaker Ritter reiterated her statement for all attendees.

8. Adjournment

On a motion by Comptroller Scanlon, seconded by Senator Duff, the Community Investment Fund 2030 Board unanimously adjourned at 10:32 AM.