

## Aug 2020 thru June 2021 Work Plan Overview

### Overview of Key Meeting Dates and Work Tasks

Base Package collaboration services / [Getting Started site analysis services](#) / [Foundations housing element services](#)  
 grayed out areas indicate work completed

August 2020	
Aug 17	<b>Launch of RHNA 6 collaboration!</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Work plan and schedule overview</li> <li><input type="checkbox"/> Challenges and opportunities</li> </ul>
Aug 31	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Training 1:</b> Housing Element Overview / State Law Requirements</li> <li><input type="checkbox"/> Launch of ADU Affordability Survey</li> </ul>
September 2020	
Sept 21	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Training 2:</b> Affirmatively Furthering Fair Housing / Leading with Equity</li> <li><input type="checkbox"/> <b>City Intros:</b> 5-minute overviews of key housing and land use issues from each jurisdiction (at regular meeting on 9/10)</li> </ul>
October 2020	
Oct 05	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Training 3:</b> The Site Inventory</li> </ul>
Oct 13	<b>Getting Started - Sites Analysis Kick-off Meeting</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Homework: defining priority strategies for analysis</li> <li><input type="checkbox"/> Identifying GIS resources</li> </ul>
Oct 19	<ul style="list-style-type: none"> <li><input type="checkbox"/> <b>Training 4:</b> Community Engagement - Requirements; Tools and Strategies</li> <li><input type="checkbox"/> More city intros</li> <li><input type="checkbox"/> County conversation: strategizing for additional resources from REAP</li> </ul>
Oct 26	<b>Getting Started - Meeting #2</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Reviewing homework input / refining priorities list</li> <li><input type="checkbox"/> Missing Middle Study - intro/overview</li> <li><input type="checkbox"/> Intro to GIS data needs</li> </ul>
Oct 29	<b>ABAG Webinar</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Overview of REAP TA plans, data packets and sites tool (beta version)</li> </ul>



# 21 Elements

## 2031 Housing Element Updates

November 2020	
Nov 09	<input type="checkbox"/> Community Engagement Work Plan Overview <input type="checkbox"/> Defining Equity / Generating Ideas for Action <input type="checkbox"/> More city intros
Nov 16	<b>Getting Started - Meeting #3</b> <input type="checkbox"/> Strategy Priorities for Analysis <input type="checkbox"/> Missing Middle Study - scope and schedule <input type="checkbox"/> GIS data needs <input type="checkbox"/> Set up for one-on-one jurisdiction meetings
December 2020	
Dec 14	<input type="checkbox"/> <b>Training 5:</b> The Site Inventory (part 2) <input type="checkbox"/> More city intros
<b>One on One Meetings</b> (to be scheduled)	<b>Getting Started - one-on-one meetings with jurisdictions (no full group mtg.)</b> <input type="checkbox"/> Confirm strategies for analysis <input type="checkbox"/> Coordinate on GIS inputs
January 2021	
Jan 11	<input type="checkbox"/> <b>Training 6:</b> Evaluating Your Current Element <input type="checkbox"/> Launch of community engagement products and programs <input type="checkbox"/> Leading with equity work plan / next steps <input type="checkbox"/> Finish city intros :)
TBD	<b>Foundations - kick-off meeting</b> <input type="checkbox"/> Overview of work and schedule <input type="checkbox"/> Identifying key issues and collaboration opportunities
Jan 25 (tentative)	<b>Getting Started - Meeting #4</b> <input type="checkbox"/> Overview of preliminary analysis results <input type="checkbox"/> Missing Middle Study update



# 21 Elements

## 2031 Housing Element Updates

February 2021	
<b>Feb 01</b>	<b>Foundations</b> - kick-off meeting <ul style="list-style-type: none"> <li><input type="checkbox"/> Evaluation of the existing housing element</li> <li><input type="checkbox"/> Developing the needs analysis</li> </ul>
<b>Feb 08</b>	<input type="checkbox"/> Agenda TBD
<b>One on One Meetings</b> (to be scheduled)	<b>Getting Started</b> - one-on-one meetings with jurisdictions (no full group mtg.) <ul style="list-style-type: none"> <li><input type="checkbox"/> Review jurisdiction-specific analysis results and draft recommendations</li> </ul>
March 2021	
<b>Mar 08</b>	<input type="checkbox"/> Agenda TBD
<b>Mar 15 (tentative)</b>	<b>Foundations</b> - meeting #2 <ul style="list-style-type: none"> <li><input type="checkbox"/> Complete evaluations</li> <li><input type="checkbox"/> Review draft needs sections</li> <li><input type="checkbox"/> Begin developing the constraints analyses</li> </ul>
<b>Mar 22 (tentative)</b>	<b>Getting Started</b> - Meeting #5 <ul style="list-style-type: none"> <li><input type="checkbox"/> Presentation of final analysis results and recommendations</li> <li><input type="checkbox"/> Overview of Missing Middle Study findings</li> </ul>
2nd QUARTER 2021	
<b>Collaboration</b>	Continue to support needs and priorities of all 21 Elements jurisdictions, including community engagement, leading with equity, sites analysis, utilizing REAP resources, and more.
<b>Getting Started</b>	Follow up / ensure jurisdictions have clear next steps for further sites analysis, rezoning (as needed) and refinement of their inventories
<b>Foundations</b>	Continue work with participating jurisdictions to complete drafts of the housing background and needs sections, element evaluations, and constraints analyses; and refine/confirm work plans for completing housing element updates