# Citizen Participation Requirements for Federal Programs, Plans, and Reports

Jessica Hayes, HCD Specialist

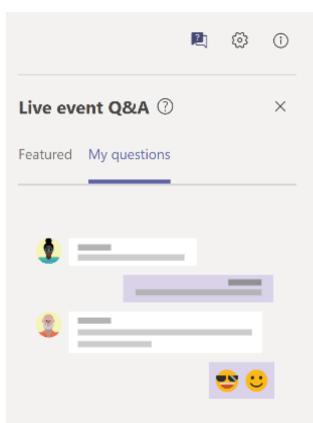


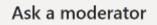


# How to ask a question

Webinar questions:

- Click "Ask a Question" to submit a question to the team
- You may ask questions anonymously, but if you want your name, organization, or region associated with your question, you will need to type it in the "Your Name" box.
- The team will read questions out loud throughout the presentation
- All questions will be saved and recorded as part of the public record.





Questions won't be visible to everyone until a moderator approves them

ĵ	Your name (optional)	
Ask a question		
Po	ost as anonymous	$\triangleright$



- State Citizen Participation Requirements
- Analysis of Impediments to Fair Housing
- Citizen Participation Requirements for Local Governments Receiving CDBG Funds
- Additional Requirements
- Comments and Questions



The State of California, Department of Housing and Community Development (HCD) has updated the Citizen Participation Requirements for Federal Programs, Plans, and Reports.

#### **Purpose:**

- Guide California's Department of Housing and Community Development (Department) and to jurisdictions who intend to apply for and administer federal funds from the United States Department of Housing and Urban Development (HUD).
- Encourage citizen participation by low and moderate income persons, minorities, non-English speaking persons as well as persons with disabilities for all of the Community Planning and Development (CPD) programs; including Community Development Block Grant (CDBG), Home Investment Partnership Program (HOME), Emergency Solutions Grant (ESG), the National Housing Trust Fund (NHTF), and Housing Opportunities for Persons with AIDS (HOPWA) funding.
- Encourage participation for other HUD funding, such as disaster recovery and neighborhood stabilization, when the Federal Register notice for that funding identifies either 24 CFR 91 as the governing citizen participation standard or identified any of the previously listed CPD programs as the standard for public participation.



- Consolidated Plan and Annual Action Plan Information Required in Proposed Plans
- Notice and Availability of Plans
- Public Hearing on Plans
- Public Hearing Notice
- Location of Public Hearing
- Public Hearings During Disaster
- Non-English-Speaking Needs
- Comments on the Plans

# State Citizen Participation Requirements Continued...

- Amendments to the Consolidated Plan and Annual Action Plans
  - Criteria for Amendment to the Plans
  - Notice and Availability of Amendments to the Plans
  - Comments on the Amendments
  - Public Hearings and Adopting Amendments

#### Consolidated Annual Performance Evaluation Reports (CAPER)

- Notice and Availability of the CAPER
- Comments on the CAPER
- CAPER Public Hearings



# **Analysis of Impediments to Fair Housing**

### Document Considerations

Department will consult the several groups/agencies to solicit their input on statewide fair housing issues

### Document Review and Comment

> Draft AI will be available for public review for a 30-day period

## Public Hearing

Department will hold at least one publicly noticed public hearing to solicit comments on the draft AI, prior to publishing the final AI

### Public Hearing Notice

Provide notification of the public hearing concerning the draft AI at least 14 calendar days prior to the public hearing

## Location of Public Hearings

- Sacramento; The Department will consider requests for alternative locations
- > Public hearings also may be held as virtual meetings similar to this one



# Analysis of Impediments to Fair Housing Continued..

#### Non-English-Speaking Needs

Department will make every effort to accommodate the needs of non-Englishspeaking residents at all public hearings to ensure meaningful access for non-English-speaking persons.

#### Records Access

Department will maintain complete and accurate records relating to the AI for the preceding five years.

#### Written Comments and Complaints

A complaint regarding the AI covered by this Citizen Participation Plan must be submitted in writing to the Department's Director. Department will appropriately respond to all complaints regarding the AI. Specifically, the Department will provide a written response within 15 working days



# **Citizen Participation Requirements for Local Governments Receiving CDBG Funds (24 CFR** 91.115(e))

# Ensure that units of general local government receiving CDBG funds meet the requirements for citizen participation by:

- Public Participation Targeting
- Reasonable and Timely Access
- Public Hearings During Disaster
- Public Information Requirements
- Technical Assistance for Low- and Moderate-Income Groups
- Public Hearing Requirements
- Grant Amendments
- Complaints



# Availability to the Public

The ConPlan, AP, any amendments, and the CAPER are available upon request to the public and any interested party. They are also on <u>www.hcd.ca.gov</u>

## Records Access

Department will maintain complete and accurate records relating to the ConPlan and the Department's use of assistance under the programs covered by the plan for the preceding five years.

## Complaints

The Department will provide a written response via electronic mail within 15 working days, where practical, to every written citizen complaint regarding the ConPlan, amendments, and performance reports.

# **Comments and Questions**



# **Thank you!**

Thank you for your participation. Your feedback helps us in our efforts to bring change in our communities and neighborhoods across the State, and furthers our mission of a California for All.

For more information, or to send a comment or question, please email <u>consolidatedplan@hcd.ca.gov</u>.