

RESOLUTION 1980 NO. 2-A

CONCERNING CITIZEN PARTICIPATION REQUIREMENTS UNDER THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT COMMUNITY DEVELOPMENT BLOCK GRANT.

WHEREAS, the Town Board of La Jara, Colorado desires to make a preapplication and full application under the Community Development Block Grant (CDBG), and

WHEREAS, the Town of La Jara is actively seeking to provide a process of citizen participation at the communitywide level in all phases of the development, implementation, and assessment of performance of the Community Development Block Grant program, and

WHEREAS, the Town of La Jara wishes to comply with both the spirit and letter of HUD regulations regarding citizen participation,

NOW, THEREFORE BE IT RESOLVED that the Town Board of La Jara, Colorado, hereby adopts the following policies, guidelines, and procedures regarding citizen participation in the preapplication and full application stages of the Community Development Block Grant Program:

1) The following procedures will be followed throughout the Citizen Participation process.

a) prior to submission of the preapplication and full application, and at all public hearings, the Town will solicit and respond to views and proposals of citizens, particularly, low and moderate income persons, members of minority groups, and residents of blighted areas where activities are proposed. Response to citizen proposals will be in a timely manner. Where written proposals are submitted, written responses will be made within fifteen (15) working days.

b) the Town Clerk, or Senior Planner from the Council of Governments, will be available to provide technical assistance to facilitate citizen participation to citizens or citizens groups wishing to submit proposals concerning any aspect of the planning, implementation or assessment of the Block Grant program. In addition, the applicant shall provide for full public access to program information.

c) all information concerning the Community Development Block Grant program including: all mailings and promotional materials; records of hearings; all prior Block Grant applications; letter of approval; Block Grant agreements; this citizen participation plan; copies of Federal Regulations pertaining to the Block Grant program; evaluation reports; other reports required by HUD; contracting procedures; environmental policies; equal opportunity provisions; and, any other information not violating provisions of the Privacy Act shall be available for public inspection.

d) two (2) public hearings will be held at both the pre-application and full application stages. A public hearing will be held during both the planning process and prior to submission of the pre-application/application to HUD.

e) at the time of submission to HUD of the pre-application/application, a notice will be published stating that the preapplication/application has been submitted to HUD and is available to the public upon request and describing the conditions whereby citizens may submit objections, as described herein in Section 2.

f) where applicable, citizens will be given an opportunity to assess performance under previous Block Grants in at least one (1) public hearing at the pre-application and at least one (1) public hearing at the full application stage.

g) where applicable, conduct at least one (1) public hearing during the closeout process for previous Block Grants, prior to submission to HUD of the grantees assessment of performance report.

h) notice of public hearings and the availability of the report on assessment of performance, where applicable, will be published to provide adequate notice. Adequate notice will mean publication of public hearings at least three (3) days prior to such hearings. Such notices will also be published in Spanish as well as English.

i) public hearings will be scheduled in the early evening, and at a location which permits broad participation.

j) two (2) public hearings will be conducted on any program amendment requiring HUD approval. One (1) hearing will be held to consider the merits of the amendment, and another hearing will be held on the amendment when ready for submission.

k) a representative sample of affected citizens will be contacted and invited to submit written comment or participate in program amendments not requiring prior HUD approval, budget revisions, and changes to the Community Development Program and the Housing Assistance Plan.

l) citizens will be encouraged to become involved in planning, implementing and assessing performance at all public hearings. At any time, citizens, and citizen's organizations may submit written comments on the grantee's community development performance.

m) bilingual opportunities will be provided at public hearings.

2) Citizens will be provided the following information concerning submission of objections at any time requested.

Persons writing to object to approval of a pre-application/application by HUD may make such objections known to the HUD Area Office (1405 Curtis Street, Denver, Colorado 80202). HUD will consider objections made only on the following grounds:

a) the applicant's description of needs and objectives is plainly inconsistent with available facts and data.

b) the activities to be undertaken are plainly inappropriate to meeting the needs and objectives identified by the applicant.

c) the pre-application/application does not comply with the requirements of this Subpart (Federal Register Vol. 45, No. 164) or other applicable law.

d) the pre-application/application proposes activities which are otherwise ineligible under this Part.

e) objections should include both an identification of the requirements not met, and in the case of objections made on the grounds that the description of needs and objectives is plainly inconsistent with significant, generally available facts and data, the data upon which the persons rely.

f) although HUD will consider objections submitted at any time, such objections should be submitted within thirty (30) days of the publication of the notice that the pre-application/application has been submitted to HUD. HUD will not approve a pre-application/application until at least forty-five (45) days after receipt of the pre-application/application.

3) At the pre-application stage, the following information will be provided at both public hearings.

a) the likelihood that more applications will be submitted to HUD than can be funded.

b) the amount of funds that may be applied for by the applicant for community development.

c) the range of activities that may be undertaken with these funds, the kind of activities previously funded if any, and the progress made with respect to these activities.

d) the processes to be followed in soliciting and responding to the views and proposals of citizens in a timely manner.

e) a summary of other important program requirements.

4) At the full application stage the following information will be discussed at both public hearings.

a) the development and adoption of the Housing Assistance Plan.

b) the citizens participation process.

ADOPTED THIS 10th day of September, 1980.

ATTEST:

Helen J. Hutchins
Town Clerk

Vencelas Gonzales
Chairman, Town Board