

Allen County, Ohio
Community Development Block Grant
Citizens' Participation Plan

The Community Development Block Grant (CDBG) program is intended to improve communities by providing decent housing, a suitable living environment, and growing economic opportunities principally for persons with low and moderate income, minorities, the disabled, as well as people with limited English proficiency (LEP). This Citizens' Participation Plan provides for and encourages citizen participation, emphasizing involvement by those local citizens who qualify according to the CDBG guidelines as well as those citizens outside the scope of CDBG services.

I. Provide timely advance public notice regarding availability of CDBG grant funding and requisite public hearings.

There shall be advance public notice prior to each grant year regarding the County's intent to apply for CDBG funds. In addition, there shall be advance public notice, in conformance with Ohio's Sunshine Law, of the requisite public hearings relating to the CDBG funds and/or planning process.

Notice of public hearings regarding the County's intent to apply for CDBG funds shall be given in the following forms:

1. Legal notices shall be published, as specified in The Lima News;
2. Placards will be prepared for purposes of posting at various locations;
3. Programmatic letters/emails will be sent to community stakeholders;
4. Notices will also be posted on the Allen County website (<http://www.co.allen.oh.us/>) as well as that of the LACRPC (<http://www.lacrpc.com>); and,
5. The notice shall state the time, date, place, and subject matter of the hearing. An agenda of items to be considered will also be included in such public notification.

II. Provide reasonable and timely access to information and records.

Allen County will provide the public with reasonable and timely access to information and records relating to CDBG programming. The public will also be given reasonable access to records about any uses of these funds.

Copies of standard documents will be provided at no cost, as soon as practical without unnecessary delay. Upon request with 14 days notice, such documents may be made available in a format appropriate to the special needs of the requestor, to include enlarged font and audio. All other documents related to Allen County's use of CDBG funds will be available to the public at the LACRPC, 130 W. North Street, Lima, Ohio.

III. Hold public hearings

Not less than two public hearings will be held each year prior to the County's application for Community Development funds, including Community Housing Improvement Program, Formula Program and/or Neighborhood Revitalization funds. Notice of such hearings will be provided as per item 1 above. All public hearings will be held at locations accessible to persons with disabilities. Upon request, special arrangements may be made to accommodate persons with disabilities and those with limited English proficiency. Such requests should be made at least 14 days prior to the scheduled public hearings.

IV. Order of the public hearings.

The CDBG coordinator shall conduct the public hearings. Such hearings shall be recorded from which minutes will be written. All attendees will be asked to sign-in and provide contact information. Any

individuals unable to attend the public hearings may contact the CDBG coordinator and request a copy of any and all documents that were distributed at the hearing, including a copy of the minutes.

1. The first public hearing held each calendar year will cover all CDBG programs through which Allen County may apply for funds. This may include, but is not limited to, the CDBG Program's Community Housing Improvement Program, Formula Program, and the Neighborhood Revitalization program. The following documents will be made available at the first public hearing: sub-recipient grant application, complete list of eligible activities under the program, and the Allen County, Ohio - Community Development Block Grant Citizens' Participation Plan.
2. The second public hearing will cover the specifics of the program applications that the County intends to submit.

V. Other considerations.

The CDBG coordinator is available to meet with any local governing body or community organization which would like more detailed and specific information regarding the CDBG programs and application process.