

City of Decatur, Alabama Citizen Participation Plan

Adopted February 7, 2005 – Resolution No. 05-033

Introduction

The City Council of the City of Decatur, Alabama, in an effort to more fully involve the citizens of Decatur on a direct and continuing basis has developed this Citizen Participation Plan relative to Community Development Block Grant (CDBG) Entitlement activities, for the City of Decatur, Alabama.

Through this Plan, citizens involvement in the CDBG program of Decatur is an open process in which the rights of the citizens to be informed, to influence decisions, and to obtain a response from local government are reflected, and where citizens can become involved with elected and appointed officials on issues of community development matters.

The City of Decatur desires and encourages participation of all the citizens of the City of Decatur, particularly low and moderate income residents of slum and blighted areas, low and moderate income residents of areas in which Community Development funds are proposed to be used, and by residents of all low and moderate income neighborhoods that at any given time are so defined by the City.

In order to better utilize the provisions of this Plan the City strongly recommends the formation of neighborhood citizen committees.

The City, through its Community Development Department, offers citizens access to information and records relating to the City's proposed use of Community Development Block Grant (CDBG) funds and relating to the actual use of CDBG funds, during normal working hours.

Public Hearings

The City will hold at least two public hearings annually to obtain the views of citizens, and to respond to proposals and questions on the City's housing and community development needs. This hearing will be held early in the planning process to allow citizens and community and neighborhood organizations an opportunity to make recommendations and comments. This hearing will be held at a time and location convenient to potential or

actual beneficiaries, with accommodation for the handicapped. Notice of the date, time and place of the hearing will be published in the Decatur Daily at least fourteen (14) days prior to the hearing, in order to give adequate notice. The hearing, and the hearing notice, will cover:

1. The amount of CDBG funds expected to be available (including the annual grant, program income expected to be received during the program year, and program income received during the preceding program year that has not yet been programmed for use); and
2. The range of activities that may be undertaken with said funds pursuant to the criteria in 24 CFR 570 Subpart C.

Publication of Final Statement

Prior to the submission of the "Final Statement" the City will publish, in the Decatur Daily, its proposed statement of community development objectives and projected use of funds so as to afford citizens an opportunity to examine the statement's contents, and to provide comments on the proposed statement and on the City's community development performance.

Said publication will also include:

1. The estimated amount of CDBG funds proposed to be used for activities that will benefit low and moderate income persons;
2. The proposed CDBG activities likely to result in displacement and the City's plans [consistent with the City's Housing Assistance Plan (HAP)] for minimizing such displacement of persons as a result of its proposed activities; and
3. The types and levels of assistance the City will make available (or to require others to make available) to persons displaced by CDBG funded activities, even if the City expects no such displacement to occur.

Technical Assistance

The City will provide technical advisory assistance to groups representative of low and moderate income persons that request assistance in developing proposals.

The City will also provide technical assistance to neighborhood citizen committees, neighborhood advisory committees, civic groups, and individual citizens in understanding the CDBG program requirements, policies, and regulations governing the CDBG Entitlement program.

Complaint Procedure

Any citizen, or group of citizens, with specific complaints regarding parts or all of the CDBG Entitlement program as prepared by the City, or the effects of such a program, has the right to appeal through specified channels. Written complaints will be responded to in writing within 15 working days from the date received by the Community Development Department.

1. Any person or group that is aggrieved by an action or proposal related to the CDBG Entitlement program shall first make their complaint known to the Community Development Department.

Michelle Gilliam Jordan, AICP
Director of Community Development
City of Decatur
P. O. Box 488
Decatur, AL 35602

2. If the aggrieved person or group does not obtain satisfactory results from appealing to the staff, then an appeal may be made to the local governing body through the office of the Mayor.

Don Kyle, Mayor
Office of the Mayor
City of Decatur
P. O. Box 488
Decatur, AL 35602

3. If the aggrieved person or group desires to carry the appeal forward from the local governing body they may contact:

Mr. Harold Cole, Director
U.S. Department of Housing and Urban Development
Community Planning and Development
Medical Forum Building, Suite 900
950 22nd Street, North
Birmingham, Alabama 35203

Bilingual

English being the predominant language of all neighborhoods in the City of Decatur, the requirement for meeting the needs of non-English speaking residents will be handled by Community Development Department Staff once a request for a translator is made.

Program Amendments

The City of Decatur will amend its Final Statement whenever it decides not to carry out an activity described in the Final Statement, or decides to carry out an activity not previously described, or decides to substantially change the purpose, scope, location, beneficiaries, or budgeted dollar amount of an activity. **The amendment of a budgeted dollar amount of an activity in an existing Final Statement by more than 50%, increase or decrease, will be considered to be a substantial change for purposes of requiring a written amendment.**

Prior to amending its Final Statement, the City will provide citizens with reasonable notice of, and an opportunity to comment on such proposed amendments, by publication in the Decatur Daily at least 14 days prior to amendment by the City. The City will make available to the public, and will submit to HUD, a description of amendments adopted.

Effect of Plan

This Plan shall apply to all Community Development Block Grant Entitlement activities that are on going as of the adoption of said Plan, as well as all future activities.

This Plan shall remain in effect, from its adoption date, and until all activities assisted under the CDBG Entitlement program are completed, or until it is superseded by a new or amended Plan.

R E S O L U T I O N N O. 90-106

BE IT RESOLVED, by the City Council of the City of Decatur, in the State of Alabama, as follows:

1. That the City Council of the City of Decatur has reviewed and studied and is familiar with the contents of the Citizen Participation Plan attached hereto as Exhibit "A", relative to the City's Community Development Block Grant Entitlement program;
2. That the City Council of the City of Decatur hereby approves said Citizen Participation Plan, for immediate implementation as a part of the City's Community Development Block Grant Entitlement activities; and
3. That the City Council of the City of Decatur hereby declares that this newly approved Citizen Participation Plan supersedes all previously adopted community development citizen participation plans.

ADOPTED this the day of