

CITIZEN PARTICIPATION PLAN

Responsible personnel or unit: Grant Manager, Director of Administrative Support, PDU Manager, Director of Housing Policy and Community Development

Citizen participation waiver and alternative requirement. To permit a more streamlined process, and ensure disaster recovery grants are awarded in timely manner, provisions of 42 S.S. C. 5304(a)(2) and (3), 42 U.S.C. 12707, 24 CFR 570.486, 91.105(b) and (c) and 91.115(b) and (c), with respect to citizen participation requirements are waived and replaced by the requirement below:

1. Phase 1 Application. Conduct citizen participation in accordance with the requirement of the CDBG-NDR NOFA (see section III.C.1 of the CDBG-NDR NOFA) and Appendix A, including at least one public hearing and at least 15 day for Phase 1 citizen comment including publication of Executive Summary, Factor Narratives, Eligibility, National Object, Overall Benefit, and Schedule responses, Threshold requirement documentation and all Exhibits (A-G), Attachments D and F.
2. Phase 2 Application. Conduct citizen participation in accordance with the requirements of CDBG-NDR NOFA (see section III.C.1 of the CDBG-NDR NOFA), including one public hearing and at least 15 days for Phase 2 citizen comment.
3. Substantial Amendments. Conduct one public hearing at the Applicant level of government for each substantial amendment and provide a 15-day citizen comment and ongoing citizen access to information about the use of grant funds.
4. Nonsubstantial Amendment. A nonsubstantial action plan amendment does not require public comment. However, the CNO will impose an effective date of 5 business days after submission to HUD.
5. Website. The topic of disaster recovery is navigable by citizens from CNO NDR website. Previously published portions of the Application as submitted to HUD, the DRGR Action plan, action plan amendments and performance reports are available on the City of New Orleans National Disaster Resilience website.
6. Accessibility/Availability. Grantee and subrecipients will ensure the public reasonable access to all local meetings, project records and information relating to the proposed and actual use of federal funds. Grantee will all citizen have equal access to information about the programs, including persons with disabilities and limited English proficiency (LEP). Program information is available in the appropriate languages for the geographic area served by the jurisdiction and the appropriate format for persons with disabilities.
7. Applicants/subrecipients are encouraged to notify citizens by any other means, including public posting, postings on relevant Web sites, etc. to keep citizens informed about the project.
8. Citizen Complaints. Provide citizens with names and addresses of the person(s) authorized to receive and respond to citizen questions and complaints concerning proposed and funded activities. A timely written response must be made to every citizen complaint, and the response must be provided within 30-45 days of the receipt of the complaint, if practicable.