

## **COLORADO'S 2010-2015 CITIZEN PARTICIPATION PLAN HUD FORMULA PROGRAMS**

Pursuant to the Department of Housing and Urban Development's (HUD) rule requiring a consolidated planning process for four of its formula programs, Community Development Block Grant State Program (CDBG), HOME Investment Partnerships (HOME), Emergency Shelter/Solutions Grants (ESG), and Housing Opportunities for Persons with AIDS (HOPWA), this Citizen Participation Plan is developed to ensure that the citizens of the State of Colorado, particularly persons of low and moderate income residing in areas where it is proposed that such funds are to be used, are provided the opportunity and encouraged to participate in the planning and implementation of funded activities.

The state expects to fund activities that address the needs of the above persons in the categories of housing, public facility, infrastructure improvements, public service, accessibility, and economic development.

Each applicant for HOME or CDBG funds is required to prepare a Residential Antidisplacement and Relocation Assistance Plan as part of its application requirements. The state will review and approve each of these plans as part of the application process to minimize displacement.

The primary goal of the state's CDBG program is the development of viable urban communities by providing decent housing and suitable living environment and expanding economic opportunities, principally for persons of low and moderate income. Consistent with this primary objective, not less than 70% of federal fiscal years' 2011, 2012, and 2013 funds will be used for project activities that benefit persons of low and moderate income.

The state will use HUD's definitions of very low, low and moderate-income households according to the HOME, CDBG, ESG and HOPWA program guidelines. CDBG and HOME funding for housing assistance is provided for low and moderate-income households. For economic development projects, jobs are created or retained for low and moderate-income persons. For public facility projects, DOLA uses area-wide low and moderate income data; census subset data; or income surveys to qualify projects at the minimum 51% low and moderate income level.

The objectives of the state's HOME program are the following:

- X To expand the supply of decent, safe, sanitary, and affordable housing;
- X To mobilize and strengthen the abilities of the state, units of local government, and nonprofit organizations, to design and implement strategies for achieving an adequate supply of decent, safe, sanitary and affordable housing;
- X To provide eligible applicants, on a coordinated basis, with the various forms of federal housing assistance, including capital investments, mortgage insurance, rental assistance, and other federal assistance, needed:
  - < To expand the supply of decent, safe, sanitary, and affordable housing;
  - < To make new construction, rehabilitation, substantial rehabilitation, and acquisition of such housing feasible;

- < To promote the development of partnerships among the federal government, states and units of general local government, private industry, and nonprofit organizations able to utilize effectively all available resources to provide more of such housing;
- < To make housing more affordable for very low-income and low-income families through the use of tenant-based rental assistance;
- < To expand the capacity of nonprofit community housing development organizations to develop and manage decent, safe, sanitary, and affordable housing;
- < To ensure that federal investment produces housing stock that is available and affordable to low-income families for the property's remaining useful life, is appropriate to the neighborhood surroundings and, wherever appropriate, is mixed income housing;
- < To increase the investment of private capital and the use of private sector resources in the provision of decent, safe, sanitary and affordable housing;
- < To leverage HOME funds insofar as practicable with state and local matching contributions and private investment;
- < To provide credit enhancement for affordable housing by utilizing the capacities of existing agencies and mortgage finance institutions when most efficient and supplementing their activities when appropriate; and,
- < To assist the very low-income and low-income families to obtain the skills and knowledge necessary to become responsible homeowners and tenants.

The goals of the state's Emergency Shelter Grant (ESG) program are to assist homeless persons by providing better facilities and supportive services at emergency shelters and to assist potentially homeless persons by providing expanded prevention programs. The objectives of the state's ESG program are the following:

- X To assist in supporting the operating costs of emergency shelters;
- X To assist in the prevention of homelessness;
- X To assist in improving the quality, conditions and supportive services available through existing emergency shelters;
- X To increase the availability of emergency shelter facilities; and,
- X To include homeless families and individuals to the maximum practicable extent in maintaining, renovating, operating, and constructing homeless facilities.

The objective of the state's HOPWA program is to provide tenant-based rental assistance, short-term emergency assistance and/or to provide housing coordination and supportive services to persons living with HIV/AIDS and their families in order to ensure that all people living with HIV have access to services from health care to housing and supportive services that are affordable, of high quality, and responsive to their needs.

## **CONSULTATION**

Prior to the preparation of a "draft" consolidated plan, the state, through the Department of Local Affairs (DOLA) will consult with various public and private agencies that provide housing, health, social, public infrastructure improvements, economic development, and other identified services to persons of low and moderate income, agencies that provide services to persons with AIDS, and with agencies that provide services to homeless persons. DOLA will also notify units of general local governments of the planning process to solicit their input into the process.

## **PUBLIC HEARINGS**

Two public hearings will be conducted per year to obtain citizens' views. The hearings will be conducted, at a minimum, at two different stages of the program. At least one hearing will be held during the development of the plan but before the proposed consolidated plan is published. The hearings will address the housing and community development needs of the state, development of proposed activities, and a review of program performance during the year. A second public hearing will be conducted to obtain citizens' views during the preparation of Performance Reports for the CDBG, HOME and ESG and HOPWA programs.

A public notice will be published in a newspaper of general circulation and on the DOLA website the state at least ten (7) days prior to such public hearing. A copy of the public notice for the initial hearing will also be sent to the various organizations from which the state sought consultation. A listing of all organizations consulted will be included in the draft plan.

The hearings will be held at times and locations convenient to potential and actual beneficiaries, and the state will provide accommodation for the handicapped upon request. In the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate, arrangements will be made to have an interpreter present.

## **PUBLIC INFORMATION AND ACCESS TO RECORDS**

Information and records regarding the proposed and past use of the three funding sources will be available at the Department of Local Affairs, 1313 Sherman Street, Room 500, Denver, Colorado during regular office hours, 8am to 5pm Monday through Friday, except holidays. Copies of the proposed consolidated plan will also be available in each of the DOLA's regional field offices.

Copies of the proposed plan will also be posted in DOLA field offices.

Northeastern area office,  
Fort Morgan, (970) 867-4961

Northwestern office, Grand Junction,  
(970) 248-7310

Northern Mountains office,  
Silverthorne, (970) 668-6160

North Central office,  
Loveland, (970) 679-4501

Southeastern area office,  
Pueblo, (719) 544-6577

Southwestern office,  
Durango, (970) 247-7311

South Central office,  
Alamosa, (719) 589-2251

Central office, field offices.  
Golden, (303) 273-1787

Please call (303) 866-2771 or TDD (303) 866-5300 for the location of the DOLA field office nearest you or you may contact the field office directly. Alternate formats of the citizen participation plan and consolidated plan will be made available to persons upon request.

The DOLA will publish in a newspaper of general circulation and on the DOLA website the availability of the draft consolidated plan and the dates of the thirty (30) day public comment period . A copy of the summary of the consolidated plan will be sent to organizations with which the DOLA sought consultation. A listing of these agencies will be contained in the public notice. A copy of the entire plan will be available at each of the DOLA's regional field offices listed above and the DOLA's Denver main office. Citizen's who wish to participate in the planning process are encouraged to contact either an organization that represents their interests or the DOLA field office serving their region.

The DOLA will publish in a newspaper of general circulation and on the DOLA website the availability of the draft Performance Reports and the dates of the fifteen (15) day public comment period. A copy of the Performance Reports will be available at each of the DOLA's regional field offices listed above and the DOLA's Denver main office.

Both written comments and comments received at public hearings will be considered during the consolidated planning process. A copy of these comments will be attached to the final consolidated plan.

### **TECHNICAL ASSISTANCE**

The DOLA will provide technical assistance to groups representative of persons of very low and low moderate income that are residents of the State of Colorado that request assistance in developing proposals for funding under any of the programs covered by this plan. The level and type of assistance will be determined by the DOLA and will be based on its ability to provide or arrange for such assistance, the cost of providing such assistance and other relevant factors.

### **CITIZEN PARTICIPATION REQUIREMENTS FOR LOCAL GOVERNMENTS APPLYING FOR CDBG FUNDING**

Local governments applying for CDBG funds from DOLA are required to publish a legal notification in a newspaper of general circulation in their area for one day providing the public information on:

1. the amount of funds available for the proposed community development or housing activity;
2. the range of activities that may be undertaken;
3. the estimated amount proposed for activities that will benefit low and moderate income persons;
4. plans for minimizing displacement as a result of CDBG assisted activities, and to assist persons actually displaced.

This notice must be published at least five (5) days prior to the public hearing.

After CDBG funds are awarded to a local government, the government must certify to DOLA that they have developed a detailed citizen participation plan which:

1. Provides for and encourages citizen participation with particular emphasis on participation by persons of low and moderate income who are residents of slum and blight areas and of areas in which Community Development Block Grant (CDBG) funds are proposed to be used;
2. Provides citizens with reasonable and timely access to local meetings, information, and records relating to its proposed and actual use of CDBG funds including program income;
3. Provides for technical assistance to groups representative of persons of low and moderate

- income that request such assistance in developing proposals with the level and type of assistance to be determined by the applicant;
4. Provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program, including at least the development of needs, the review of proposed activities, and review of program performance, which hearings shall be held after adequate notice at times and locations convenient to potential or actual beneficiaries, and with accommodation for the disabled;
  5. Provides for timely written answers to written complaints and grievances, within 15 working days where practical; and
  6. Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate.

Local governments must also provide reasonable access to records regarding the past use of CDBG funds and provide reasonable notice of, and an opportunity to comment on, any substantial change proposed in the use of the funds.

## **AMENDMENTS**

The DOLA will amend its consolidated plan when there is a new proposed activity that was not included in the adopted plan, or there is a change in the method of distribution. The plan will also be modified if there are substantial changes in the purpose, scope, location or beneficiaries of a previously described activity.

The DOLA will publish in a newspaper of general circulation the availability of the draft amendment and the dates of the thirty (30) day public comment period. A copy of the amendment will be available at each of the DOLA's regional field offices listed above and the DOLA's Denver main office. These Citizen comments will be included as an attachment to the final substantial amendment.

## **WRITTEN COMMENTS AND COMPLAINTS**

The state will respond to comments, complaints and grievances in a timely manner. Responses will be made in writing. When practicable, such responses shall be made within fifteen (15) working days and be included in the consolidated plan. Please address your comments, complaints, or grievances to:

Consolidated Plan Staff  
DOLA, Room 518  
1313 Sherman Street  
Denver, CO 80203

