

Community Development Block Grants (CDBG) 2011

COMMUNITY ENGAGEMENT AND EGMS DEMO



Housekeeping

BEFORE WE GET STARTED, LET'S GO OVER SOME INFORMATION THAT WILL BE HELPFUL TO KNOW DURING THE COURSE.



We ask that raise your hand to ask questions.

Presenters will take questions as they walk through their presentations.

You may write down any questions you have and Armica Bash Gaspar, CDBG Program Manager, will get them to the team.

Agenda Day 3 - AM

8:30 – 9 a.m.

- Registration
- Breakfast

9 a.m. – 12 p.m.

- Welcome & Introductions
- Citizen Participation
- Public Hearing Ad
- Break
- Conduct Analysis
- Mock Public Hearing

Agenda Day 3 - PM

12 – 1 p.m.

- Lunch

1 – 4:30 p.m.

- Walkthrough of eGMS Application
- End of Day Knowledge Check
- Break

4:30 – 5 p.m. – Wrap Up

- Review Time – L, L, C,
- Thank you for attending day 3

Citizen Participation

THE ADMINISTRATIVE REQUIREMENTS FOR COMMUNITY
ENGAGEMENT AND STAKEHOLDER MANAGEMENT

The Primary Goals of Citizen Participation

Provide residents, especially Low- and Moderate-Income (LMI) citizens of the community where CDBG-funded activities will take place, an opportunity to participate in an advisory role in the planning, implementation and assessment of the programs and projects.

Reduce the potential for complaints and legal challenges against the grantee.

Note: Grantees are expected to take appropriate action to encourage the participation of all citizens, including minorities, non-English speaking residents, as well as persons with disabilities.

Public Hearings

Prior to the submittal of a Planning Grant Application and Proposal for a Construction Grant, the grant applicant (community) must conduct a public hearing.

CDBG-funded projects are required to have a minimum of two public hearings, held at two different phases of the project.

Public Hearings

Public hearing notices must be published at least 10 full days prior to the meeting date.

- Check that the public hearing occurs on the 11th day or after.
- Check the newspaper on the day the notice is to be published.

PUBLIC HEARING NOTICE

On or about December 17, 2021, the Town of Brooklyn intends to apply to the Indiana Office of Community and Rural Affairs for a grant from the State Community Development Block Grant (CDBG) Wastewater/Drinking Water Program. This program is funded by Title I of the federal Housing and Community Development Act of 1974, as amended. These funds are to be used for a community development project that will include the following activities: Wastewater System Improvements Project. The total amount of CDBG funds to be requested is \$700,000.00. The amount of CDBG funds proposed to be used for activities that will benefit low- and moderate-income persons is \$357,000.00. The Town proposes to expend an estimated \$7,921,500.00 in non-CDBG funds on the project. These non-CDBG funds will be derived from a loan thru the State Revolving Loan Program.

The Town of Brooklyn will hold a public hearing on November 16, 2021, at 6:00 p.m., at the Brooklyn Kids Park Shelter House located at 3277 East Centenary Road, Brooklyn, In 46111. The public hearing is to provide interested parties an opportunity to express their views on the proposed federally funded CDBG project. Persons with disabilities or non-English speaking persons who wish to attend the public hearing and need assistance should contact Karen Howard, Clerk Treasurer at (317) 831-3343 no later than November 12, 2021, every effort will be made to make reasonable accommodations for these persons.

Information related to this project will be available for review prior to the public hearing as of November 16, 2021, at the Town Hall, in Brooklyn, Indiana 46111. Interested citizens are invited to provide comments regarding these issues either at the public hearing or by prior written statement. Written comments should be submitted to Karen Howard, Clerk Treasurer, no later than November 15, 2021, in order to ensure placement of such comments in the official record of the public hearing proceedings. A plan to minimize displacement and provide assistance to those displaced has been prepared by the Town of Brooklyn and is available to the public. This project will result in no displacement of any persons or businesses. For additional information concerning the proposed project, please contact Amy Miller, Cornerstone Grants Management, Inc. at 317-384-1748 or write to: Town of Brooklyn, 10 East Mill Street, Brooklyn Indiana 46111-0159.

To be published: October 27, 2021

Sample Public Hearing Notice



Activity



The notice must be posted in public facilities such as the Town Hall, Post Office, Grocery, etc.

Documentation



Original Affidavit of
Publication for each legal
advertisement



Original sign-in sheets



Minutes signed by the
community official
presiding over the
meeting, or their designee



Copy of physical ad



A Third Party-
Authorization Letter is
required for GAs to
take minutes.



The Grantee must also respond to any written comments that are received during the public hearing process.



Break

Step 1: Conduct Analysis

CONDUCT THE FOUR-FACTOR ANALYSIS PRIOR TO
ADVERTISING THE INITIAL PUBLIC HEARING

Step 2: Provide Language Assistance Plan (if necessary)



Post notices of the CDBG application public hearings in areas frequented by Limited English Proficiency persons of the threshold population(s) in the language(s) spoken.



Provide translation services at public hearings if requested to do so by Limited English Proficiency persons.



Step 3: Develop LAP

If a community meets the threshold, they are required to develop an LAP and provide a description of outreach efforts prior to Release of Funds (ROF).

Step 4:
Documentation
of LAP

OCRA will monitor for compliance of the LAP throughout the project development and implementation process. Grantees are advised to consult the OCRA Section 3 Officer with questions regarding LAP compliance.



Activity



Lunch Break

eGMS Demonstration

HOW TO COMPLETE AND SUBMIT AN APPLICATION

Resources

- [Income Survey Manual](#)
- [CDBG Resources](#)
- [GMS Technical Guide PDF](#)
- [HUD Income Survey Toolkit](#)



Break



End of Day Knowledge Check

KAHOOT!



Review Time: Liked, Learned and Challenged.

Take 2-3 minutes and analyze today's presentation.

Name one thing:

- you liked,
- you learned,
- you found challenging to understand.

When you are ready, please raise your hand.

Thank You for
Attending CDBG 201
Day 3.