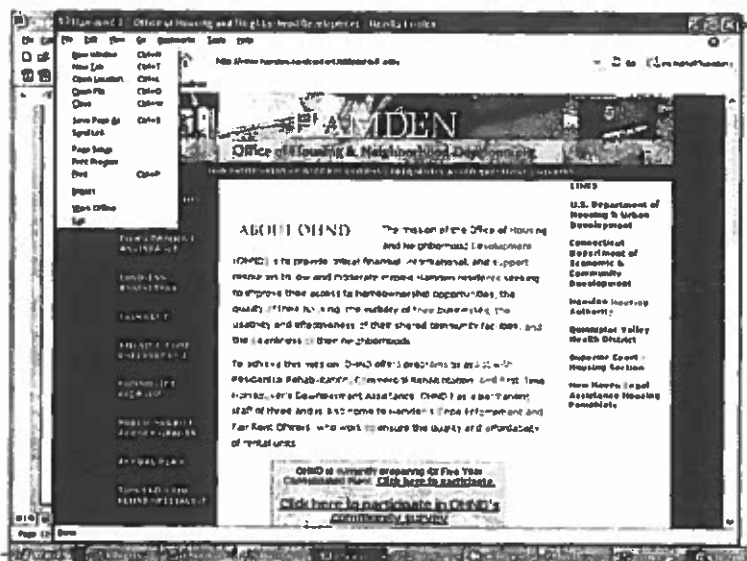


CITIZEN PARTICIPATION:

The Office of Housing and Neighborhood Development (OHND) follows an approved Citizen Participation Plan, as prescribed by HUD, to encourage citizen input and participation in the CDBG program. OHND held a public hearing on February 11, 2010 to provide information and gather public comment on the 2010-2014 Con Plan. OHND has also attempted to gather public comment by distributing a Block Grant survey throughout the community, which was made available at most public offices and libraries. This survey gave the public the opportunity to rank their needs for various public services. Comments gathered from the hearing and surveys are reviewed and taken into consideration. Information regarding the Con Plan and services offered by OHND is made available on the Community Development and Housing Web Site, which is described in more detail in the following paragraph.



During Program Year 28, the OHND designed and launched its first Community Development and Housing Web Site located at www.hamdencommunitydevelopment.com. (An overview of the site's main components is included in the "Other" section of this plan.) This website went through a major overhaul during PY37, and OHND staff now has full authority to post information without delay.

The site allows Hamden residents the ability to access information and program applications for all CDBG funded activities from their homes or from the Hamden library system. Links are also provided from the site to other non-profit and/or informational web sites that are relevant to housing or community improvement.

In addition, comments can be submitted via the site to the OHND Program Manager, adding another alternative for public comment. A permanent survey also exists on the website, which will allow OHND to consistently gauge the effectiveness of its programs. All of the additional comments and emails that are received in addition to the surveys are reviewed and taken into consideration as well.

A. Standards of Participation:

(1) The Hamden Office of Housing and Neighborhood Development, through this Citizen Participation Plan, provide opportunities for the people of Hamden to become actively involved in the planning and implementation of housing and community development activities. The Town encourages the participation of all residents, particularly low income persons, members of minority groups, residents of low income neighborhoods, the elderly, the disabled, and other persons directly affected by activities funded with the HUD funds. We welcome your comments concerning all aspects of the program, including: the Consolidated Plan, Annual Action Plan and the CAPER.

(2) The Hamden Office of Housing and Neighborhood Development staff is available throughout the program year to work with agencies, committees, and individuals interested in initiating housing and community development activities. All applicants seeking funding are encouraged to meet with the Hamden Office of Housing and Neighborhood Development prior to submission to discuss their proposals and receive advice on eligibility and efficient program design. Citizens are encouraged to call for an appointment or write for assistance.

(3) The Hamden Office of Housing and Neighborhood Development provides information to the public regarding the past performance of HUD funded activities and will consider suggestions by citizens on how to improve the use of HUD funds in Hamden. Comments may be submitted verbally or in writing at the annual public hearings for the Annual Action Plan. Written comments can be submitted throughout the year to the Hamden Office of Housing and Neighborhood Development. You can also make an appointment with the Community Development Manager to discuss your ideas or concerns. The Hamden Office of Housing and Neighborhood Development is open during normal business days/hours of the Keefe Community Center.

(4) The Mayor is available to assist Hamden citizens with problems, suggestions or complaints that cannot otherwise be resolved by the Community Development Manager. Citizens may call the Mayor's office for an appointment to see the Mayor.

(5) The Community Development Advisory Commission will meet on any issue pertaining to housing and community development. The Committee meets monthly. Anyone interested in meeting with Community Development Advisory Commission may contact the Community Development Manager or the Chairperson of Community Development Advisory Commission.

B. Public Hearing

The Hamden Office of Housing and Neighborhood Development conduct at least two public hearings each year to obtain citizen views on the community development programs. The date, time, place and subject matter of public hearings are publicized and are held at times and locations within the Town, convenient to persons of low and moderate income residents and accessible to disabled persons.

The public hearing enables citizens to comment on the Town of Hamden's Consolidated Plan, Annual Action Plan, the Town's housing and community development needs and the CAPER. At one annual public hearing, Community Development Block Grant legislation will be reviewed, comments received on the use and performance of HUD funding investments, and funding proposals from the public will be heard. One public hearing will be held to hear comments on the proposed Annual Action Plan and may be held as a community forum or a workshop on housing and community development issues.

The Hamden Office of Housing and Neighborhood Development will arrange for an interpreter for non-English speaking residents at the Public Hearings when it receives advanced notice that a significant number of non-English speaking residents are expected to participate.

C. Consolidated Plan

- (1) The Hamden Office of Housing and Neighborhood Development published its proposed Consolidated Plan community-wide, which includes a description of activities in sufficient detail, including locations, to allow the public to determine the degree to which they may be affected.
- (2) The Hamden Office of Housing and Neighborhood Development, the Mayor and CDAC will consider citizen comments, and; if deemed appropriate, will modify the Consolidated Plan and/or Annual Action Plan.
- (3) The Hamden Office of Housing and Neighborhood Development makes the final Consolidated Plan available to the public.
- (4) If substantial changes in the use of Community Development Block Grant funds are anticipated, the Town of Hamden will provide citizens with reasonable notice of and opportunity to comment on any proposed substantial change of use of funds in any primary functional area as identified above.
- (5) A substantial change is the addition of a new Community Development Block Grant activity that is not described in the Annual Action Plan of the Consolidated Plan or an increase or decrease in the aggregate funding allocation in any primary functional area that exceeds twenty-five (25%) percent of the allocation indicated in the Annual Action Plan.
- (6) Whenever a substantial change in the use of Community Development Block Grant funds is planned, the Town of Hamden will consider citizen comments, make the modified use of funds available to the public, and submit a copy of the modified plan to HUD.

D. Proposals:

The Hamden Office of Housing and Neighborhood Development will publicize the availability of CDBG funds and solicit proposals.

- (1) Proposals will be logged on the Hamden Office of Housing and Neighborhood Development's master list;
- (2) Proposals will be reviewed for completeness and to determine whether each proposal is eligible according to federal regulations.
- (3) The Mayor and CDAC will develop funding recommendations.
- (4) A written response concerning the status of submitted funding proposals will be sent to applicants within thirty (30) days of approval of the Community Development Block Grant budget.

E. Public Hearing Notification:

In order to give adequate notice of a public hearing:

- (1) The Hamden Office of Housing and Neighborhood Development will publish a notice in standard type at least seven (7) days prior to each public hearing.
- (2) Each notice will indicate the date, time, place and topics to be considered.
- (3) The Hamden Office of Housing and Neighborhood Development will notify community organizations and CDBG funded project sponsors.
- (4) Minutes or recordings will be taken for all public hearings and are kept on file in the Hamden Office of Housing and Neighborhood Development.

Residents and agencies are encouraged to submit proposals requesting funding allocations for projects and programs relating to Community Development goals and objectives and to participate in the implementation of those funded activities. The Hamden Office of Housing and Neighborhood Development requests that all citizens submit their proposals by the deadline indicated.

III. CONSIDERATION OF OBJECTIONS AND/OR COMPLAINTS:

A. Objections:

Persons wishing to object to approval of Town of Hamden's certification by HUD may make such objection known to the HUD Area Office (One Corporate Center, 10th Floor, Hartford, Connecticut 06103-3220). HUD will consider objections made only on the following grounds.

- (1) The applicant's description of needs and objectives is plainly inconsistent with available facts and data;

- (2) The activities to be undertaken are plainly inappropriate to meeting the needs and objectives identified by the applicant;
- (3) The application does not comply with the federal requirements of the Community Development Block Grant and/or the Consolidated Plan.

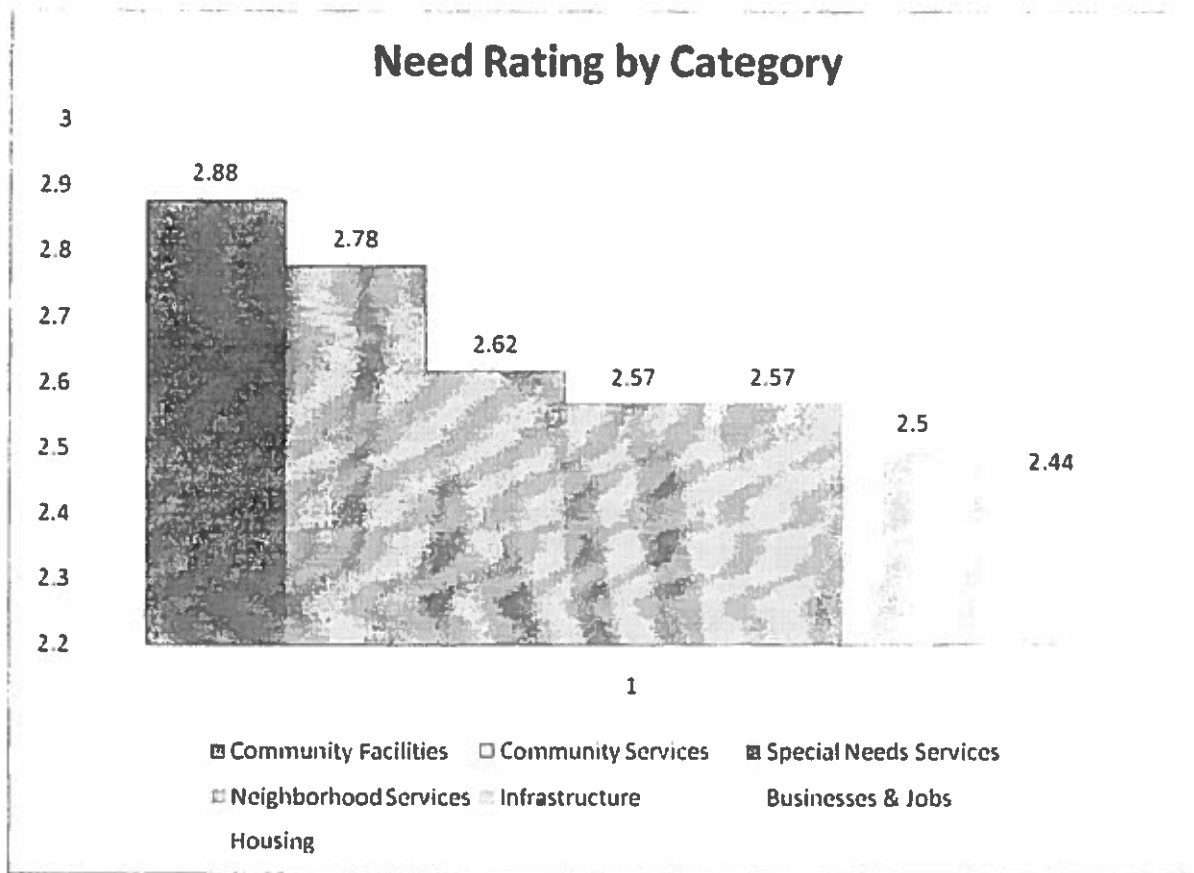
B. Complaints:

The Hamden Office of Housing and Neighborhood Development will acknowledge complaints in a timely and responsive manner. The Hamden Office of Housing and Neighborhood Development will make every reasonable effort to provide written responses within 15 working days.

Consolidated Plan Survey:

The Block Grant Survey that was conducted was structured so that citizens could rate different services by lowest to highest need, with 1 being the lowest and 4 being the highest. Services were grouped into seven different categories; Community Facilities, Community Services, Infrastructure, Special Needs Services, Businesses & Jobs, Neighborhood Services and Housing. The survey also included a section where citizens could state whether or not they have experienced or witnessed housing discrimination. Lastly the survey tried to identify what demographic participants belong to.

According to results obtained from the 5-Year Plan (2010-2014) Survey, the categories that were identified from highest need to lowest need are listed below. Within those categories the services offered were identified from highest to lowest need as well.



Need rating by category was concluded by obtaining the average need rating for all of the services within that given category. Participants were able to rank the services within each category on a scale from 1 to 4, with 1 being the lowest and 4 being the highest rating.

Amendment to the Citizen Participation Plan for CDBG-CV Funding:

As necessary in emergency situations, such as COVID-19, the Town of Hamden will, in line with the related HUD guidelines and waivers, modify these participation standards as follows:

- Due to COVID-19, the Town will conduct public hearings remotely, in order to promote short-term flexibility and promote “social distancing” practices.
- The Town will be utilizing HUD’s COVID-19 waiver to shorten the period of public notice and comment to a 5-day period in order to expediently be granted and administer funding.