



**Citizen Participation Plan**  
COG Method of Distribution  
Hurricane Harvey CDBG-Disaster Recovery Allocation

## Summary Information

### Contact Information

Council of Government (COG): **Capital Area Council of Governments**

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## Citizen and Non-Governmental Organization Outreach

The COG will encourage citizens, with particular emphasis on persons of low-to-moderate income and other vulnerable populations to submit their views regarding community development and housing needs resulting from the disaster(s) in the following ways:

CAPCOG plans to utilize several methods for encouraging citizen participation. CAPCOG will engage in outreach efforts to citizens and non-governmental entities representing the protected classes and low-to-moderate citizens to discuss unmet needs within the four (4) impacted counties related to CDBG-DR funds. Outreach efforts will include newspaper advertisements, email notifications, formal public hearings, conducting surveys, and posting comment responses on the CAPCOG website. CAPCOG will hold two (2) public hearing events. The first public hearing will be a Public Planning Meeting to receive citizen input for projects, which will be held on Wednesday, May 30, 2018 at 9:00 A.M. at the Bastrop County Annex, 804 Pecan Street in Bastrop, in the County Commissioners' Conference Room on the lower level. The second public hearing will be held on Tuesday, June 19, 2018 at 6:00 P.M. at the Bastrop County Annex, 804 Pecan Street in Bastrop, in the County Commissioners' Courtroom on the 2<sup>nd</sup> Floor.

The following local organizations that provide services or housing for low-to-moderate income persons, including but not limited to, the local Public Housing Authorities, the local Health and Human Services offices, the local mental health and MHMR offices, Community Development Corporations and Community Housing Development Organizations, will receive written notification concerning the date, time, location and topics to be covered at the method of distribution public hearings:

CAPCOG will make every effort to include all interested parties within the four (4) impacted counties that provide housing-related services for low-to-moderate income persons, which includes, but is not limited to, the local Public Housing Authorities, the local Health and Human Services offices, the local mental health and MHMR offices, Community Development Corporations and Community Housing Development Organizations representing the protected classes and low-to-moderate citizens to be impacted by the distribution of CDBG-DR funds.

The following organizations interested in fair housing issues and representing protected classes of individuals will be contacted to gain additional perspective on fair housing and civil rights issues in the region, and how the people they represent were affected by the disaster(s). Approaches beyond simple written notification of public hearings are required and detailed below:

CAPCOG will make every effort to include and promote the participation of all fair housing and civil rights local organizations within the four (4) impacted counties that provide housing-related services for low-to-moderate income persons, which includes, but is not limited to, the local Public Housing Authorities, the local Health and Human Services offices, the local mental health and MHMR offices, Community Development Corporations and Community Housing Development Organizations representing the protected classes and low-to-moderate citizens to be impacted by the distribution of CDBG-DR funds.

The COG acknowledges that language differences may play a role in effectively reaching non-English speaking residents. The COG will address these potential barriers by providing notification efforts as follows:

CAPCOG will publish public notice advertisements in English and Spanish in the Austin American-Statesman. CAPCOG will also publish duplicate notifications to the local weekly newspapers in the four (4) impacted counties. English and Spanish meeting announcements will also be forwarded to the four (4) impacted counties for bulletin board posting, publication on their web sites. Language Line services will also be accessible and made available to reach the limited-English population within the four (4) impacted counties.

## Public Hearing Content

The public hearings will include a discussion of the following topics:

- The development of housing and community development needs resulting from the disaster(s);
- The amount of funding available;
- All eligible activities under the Community Development Block Grant-Disaster Recovery program, including linking activities to the disaster(s) through direct damage or failure to function;
- Proposed objective factors;
- The COG's draft Method of Distribution.

## Required Meeting and Public Hearing Information

To the extent possible, the COG will adhere to the following schedule of hearings and notifications:

### Posting of Draft Method of Distribution for Public Review

Date/Time: Wednesday, June 13, 2018 at 8:00 A.M. Website Address: [www.capcog.org](http://www.capcog.org) and [www.glo.texas.gov](http://www.glo.texas.gov)

### Public Hearings Scheduling Information

#### Public Planning Meeting – 1<sup>st</sup> Public Hearing

Date/Time: Wednesday, May 30, 2018 at 9:00 A.M. Location: Bastrop County Annex, 804 Pecan Street in Bastrop, in the County Commissioners' Conference Room on the Lower Level

#### 2<sup>nd</sup> Public Hearing During Comment Period

Date/Time: Tuesday, June 19, 2018 at 6:00 P.M. Location: Bastrop County Annex, 804 Pecan Street in Bastrop, in the County Commissioners' Courtroom on the 2<sup>nd</sup> Floor

Notification consistent with GLO requirements will be provided on or before the following dates:

Dates Personal Notice of Hearings will be sent to entities: Saturday, May 26, 2018 and Saturday, June 9, 2018

Dates Notice of Hearings will be published on the COG's Website: Saturday, May 26, 2018 and Saturday, June 9, 2018

Dates Notice of Hearings will be published in regional newspaper(s): Saturday, May 26, 2018 and Saturday, June 9, 2018

The COG understands public hearings shall be held at a time and location compliant with the Americans with Disabilities Act, and convenient to potential or actual beneficiaries. The hearing must include accommodations for persons with disabilities.. The COG will accommodate these needs in the following ways:

CAPCOG will provide reasonable accommodations for persons with disabilities attending CAPCOG-sponsored functions, including handicap-accessible parking and meeting venues. CAPCOG will have handouts and online copies of the presentations available for review following the public meetings. Representatives will be available to assist citizens to complete survey forms after the meetings, if needed. Public meeting locations will be accessible to the public and will be compliant with the Americans with Disabilities Act.

The COG understands its responsibility to provide interpretive services when a significant number of non-English speaking residents can be reasonably expected to participate in the public hearing. If these services are determined to be necessary, the COG will address this need as follows:

CAPCOG will publish public notice advertisements in English and Spanish in the Austin American-Statesman. CAPCOG will also publish duplicate notifications to the local weekly newspapers in the four (4) impacted counties. English and Spanish meeting announcements will also be forwarded to the four (4) impacted counties for bulletin board posting and publication on their web sites. Language Line services will also be accessible and made available to reach the limited-English population within the four (4) impacted counties.

## **Efforts Exceeding Minimum Participation Requirements**

The GLO has encouraged the COG to seek public participation when developing the method of distribution. In pursuit of this goal, the COG held additional meetings and took other additional actions as follows:

CAPCOG will hold a Public Planning Meeting on Wednesday May 30, 2018 at Bastrop County Annex, 804 Pecan Street in Bastrop, in the County Commissioners' Conference Room on the Lower Level for all interested parties within the four (4) impacted counties that have an interest in providing input for the Method of Distribution process. A second public hearing will be held on Tuesday, June 19, 2018 at Bastrop County Annex, 804 Pecan Street in Bastrop, in the County Commissioners' Courtroom on the 2<sup>nd</sup> Floor to allow for additional participation and comments. Additional efforts will be made to encourage participation by issuing an email notification of the scheduled public hearings to the respective local organizations that provide services or housing for all interested parties within the four (4) impacted counties. CAPCOG will conduct surveys to assess the project needs within the four (4) impacted counties. Comments derived from these efforts will be shared with the public by publication and viewing on the CAPCOG website. Also, presentation of the final Method of Distribution will be presented to the CAPCOG Executive Committee on Wednesday, July 11, 2018.