

## **Citizen Participation Plan Rogers, Arkansas**

### **I. Participation**

The objective of the Citizen Participation Plan is to ensure that the citizens of Rogers, to include the extremely-low, very-low, and low-to-moderate income individuals and families including minorities, non-English speaking persons, persons with disabilities, residents of public and assisted housing developments have an opportunity to participate in the process of developing the Consolidated Plan, Action Plan and any amendments to these plans, the Consolidated Annual Performance and Evaluation Report, and the Citizen Participation Plan and any amendments to that plan.

### **II. Access to Information**

The City of Rogers will make available to citizens, public agencies, and other interested parties the amount of assistance the City expects to receive from grants and program income. All information requested will be provided in a reasonable and timely manner.

### **III. Displacement**

The City of Rogers plans to minimize displacement of persons and will assist any persons displaced within the jurisdiction of CDBG guidelines.

### **IV. Publishing**

A summary of the proposed Consolidated Plan and Action Plan will be published in The Morning News of Northwest Arkansas. The summary shall describe the contents and purpose of the Plans and will also inform the public of where the entire Consolidated and Action Plan can be examined. Copies of the Plan will be available at the Office of Transportation and Planning, 207 South 2<sup>nd</sup> Street, Rogers, Arkansas.

### **V. Public Hearings**

The City of Rogers will provide a minimum of two public hearings during each program year. The hearings will be adequately publicized and conveniently timed and located for people who might or will benefit from the CDBG program funds. A Spanish translator will also be available for the large Hispanic population in the City of Rogers.

### **VI. Notice of Hearings**

A “Notice of Public Hearing” will be published as a display ad in The Morning News of Northwest Arkansas before each public hearing.

## **VII. Access to Meetings**

The City of Rogers will hold all public hearings in the City Council Chambers which is accessible to persons with disabilities. The hearings will be scheduled during the evening hours to provide working individuals and families with greater opportunity to attend.

## **VIII. Comments Periods**

The City of Rogers will encourage its citizens to participate in the development of their Consolidated Plan. All written or oral comments and views received by the City will be attached to the final Plan.

## **IX. Amendments**

The City of Rogers shall amend its approved Plan whenever it makes one of the following decisions:

- a. To make a change in the allocation of \$100,000.00 or greater
- b. To carry out an activity not previously described in the Action Plan
- c. To change the use of CDBG funds from one eligible activity to another

A 30-day citizen comment period between the proposal of the amendment and implementation of the proposed amendment into the Action Plan shall be provided. The comment period will start after the amendment is published in The Morning News of Northwest Arkansas. All comments from citizens shall be considered and will be attached to the amendment when it is submitted to the Department of Housing & Urban Development (HUD).

## **X. Performance Reports**

The City of Rogers encourages its citizens to comment on Performance Reports. A notice will be published in The Morning News of Northwest Arkansas that the performance report is available at the Office of Transportation and Planning, 207 South 2<sup>nd</sup> Street, Rogers, Arkansas. Comments will be taken for 15 days after publication. The City will consider all written or oral comments or views in preparing the Performance Report. A summary of the comments and views will be attached to the Performance Report.

## **XI. Availability to the Public**

Copies of the Adopted Consolidated Plan, Action Plan, Performance Reports, and Substantial amendments will be available to the public for review at the Office of Transportation and Planning, 207 South 2<sup>nd</sup> Street, Rogers, Arkansas. Copies of these

reports will be provided electronically on the City's web site upon adoption of the Department of Housing & Urban Development (HUD).

**XII. Access to Records**

The City of Rogers will be available throughout the year during normal business days and hours.

**XIII. Technical Assistance**

The City of Rogers shall provide technical assistance to residents, groups and agencies representing citizens of low and moderate income that seek to develop proposals for funding assistance.

**XIV. Complaints**

The City of Rogers will address all inquiries, grievances and complaints from the public in a reasonable and timely manner. As a policy position of the Office of Transportation and Planning, all complaints shall be in writing.

**XV. Program Year**

The City of Rogers' CDBG Program year runs from July 1 through June 30 through 2005. Effective with the year 2006, the City's program year will change to January 1 through December 31. This change is being made to allow the CDBG Program and City of Rogers accounting periods to be the same.