

Citizen Participation Plan – Amendments to Existing Plans

In response to the COVID-19 pandemic, the City of Hartford is amending its Citizen Participation Plan, to promote and support “social distancing” while continuing to offer the citizens of Hartford the opportunity to provide valuable citizen input and insight into the policies and procedures of the City of Hartford as they relate to the administration and implementation of its federal entitlement programs. The following process will be used to solicit citizen participation and input into any programmatic amendments necessary to quickly and effectively administer federal funding made available either directly or indirectly as a result of the COVID-19 Pandemic:

- Effective May 1, 2020, consistent with the Mega-waiver issued by HUD on March 31, 2020 (exercised by the City of Hartford providing notification to HUD as prescribed on April 28, 2020), and for a period ending June 30, 2021, community input prior to drafting a substantial amendment to any City of Hartford plan will be provided in accordance with this amendment and the Mega-waiver, including but not limited to an approved consolidated plan or annual action plan concerning the proposed uses of CDBG, HOME, ESG and/or HOPWA funds.
- City of Hartford staff will prepare an amendment to any plan, where applicable, and the amendment shall include a discussion of the amount of assistance the City of Hartford expects to receive, the range of activities it will undertake with this assistance, and, to the extent possible, the benefit to low and moderate income persons of these proposed activities.
- Any such amendment will be posted in a prominent place on the City of Hartford website, along with a notice identifying the availability of the amendment for review. The Notice will include the opportunity to provide electronic comment for a period of not less than five days, and the contact information for providing that electronic comment. There may also be information on participation in a “virtual public hearing,” as and when appropriate under the Citizen Participation Plan. As part of the Notice, there will be information on how citizens who have special needs may obtain the amendment in a form which is accessible to them.
- Such Notice will be published in the Hartford Courant. It will also appear in the weekly digital newsletter issued by the City of Hartford Office of Community Engagement.
- Copies of the Notice will be emailed to all currently funded agencies/subrecipients, interested parties who have registered with the City of Hartford Office of Central Grants Administration (Central Grants) to receive such announcements, the City of Hartford’s Court of Common Council, and Department heads.
- Any comments received, either at a virtual public hearing or during the public comment period, will be considered by officials of the City of Hartford before the final amended action plan is submitted to HUD. A summary of the comments and the City’s responses will be an attachment to the final amended action plan.
- The procedures and actions discussed above will constitute the City’s citizen participation plan for any substantial amendments which may need to be made in the course of the program year. A “substantial amendment” to the plan is one which implements a change in the use and/or method of distributing those funds.

- This amended citizen participation plan will itself be made available to the public for a five-day public comment period prior to implementation, and any interested groups may review and comment accordingly.