

Citizen Participation Plan

Background

The City of New York is the recipient of a Community Development Block Grant-Disaster Recovery Grant (CDBG-DR) to support long-term recovery efforts following Hurricane Ida. The allocation was announced in the Allocations for Community Development Block Grant Disaster Recovery (CDBG-DR) and Implementation of the CDBG-DR Consolidated Waivers and Alternative Requirements Federal Register Notice (Vol. 87, No. 100, 5/24/2022, [87 FR 31636](#)) with funds made available through the Disaster Relief Supplemental Appropriations Act, 2022 ([Public Law 117-43](#)).

A requirement of this program is the adoption of a Citizen Participation Plan. The following describes the citizen participation process in accordance with the applicable regulations.

Public Hearings

The City of New York holds at least one initial public hearing, as well as at least one public hearing for each subsequent substantial amendment to the Action Plan. Citizens and stakeholders have reasonable and timely access to the public hearing(s). In public hearings, the City provides the opportunity for citizens to submit comments orally. The City treats written and oral comments equally and incorporates both in the Responses to Public Comment document submitted to HUD with substantial amendments.

Public Notice and Comment Period

The City of New York maintains a comprehensive website regarding all disaster recovery activities assisted with these funds. The City posts all Action Plans and amendments on the City's CDBG-DR website, www.nyc.gov/cdbgdr, to provide citizens an opportunity to read and submit comments on the Plan and amendments. This website is featured prominently on, and is easily navigable from, the City's Recovery homepage, www.nyc.gov/recovery.

Comments on substantial amendments to the Action Plan, as well as other comments or citizen complaints, may be submitted as follows:

- Electronically via email to CDBGcomments@omb.nyc.gov
- Written comments may be mailed to: Office of Management and Budget 255 Greenwich Street, 8th Floor New York, NY 10007
- By telephone by contacting 311, New York City's main source of government information and nonemergency services. Dial 311 within New York City or (212)-NEW-YORK (212-639-9675) from outside New York City.

At the end of comment periods, all comments are reviewed and a City response is incorporated into the City's Responses to Public Comments document. A summary of the comments and the City's responses are submitted to HUD with the Action Plan. A revised Action Plan including the public comments and responses is posted on the City's CDBG-DR website.

Individuals with Limited English Proficiency (LEP)

The Executive Summary of the Plan and Public Notices are translated into Arabic, Bengali, Chinese (simplified), French, Haitian Creole, Korean, Polish, Russian, Spanish, and Urdu in accordance with Local Law 30. Copies of these documents are posted on the City's CDBG-DR website and print copies are available by request. Instructions for accessing and commenting on the plan are also translated into each of the preceding languages.

The Public Notices announcing public comment period dates and hearing locations are published in ten newspapers, including El Diario (Spanish), Russkaya Reklama (Russian), Sing Tao Daily (Chinese), and Korea Times (Korean) based on LEP data from the impacted areas collected by the City. Interpretation services are available for hearings by request 5 days in advance of a hearing.

LEP individuals have the option of submitting their comment orally through 311 in their preferred language. The City's 311 service has the capacity to accept comments in multiple languages, and this service is available throughout the entire comment period.

Most Impacted and Distressed Areas (MID Areas)

In addition to the Spanish-, Russian-, Chinese-, and Korean-language newspapers listed above, the Public Notices are published in five newspapers in the four MID Areas: the Bronx Times Reporter, the Staten Island Advance, the Queens Chronicle and Gazette, and the Brooklyn Daily Eagle. Due to Queens experiencing damage to the greatest number of buildings, as well as most of the tragic deaths during the storm, two newspapers in the borough were selected.

Persons with Disabilities

Print copies of Action Plans are available in large print format (18pt font size) by request. The online materials will also be accessible for the visually impaired. For more information on how people with disabilities can access and comment on the Action Plan, dial 311 or, using a TTY or Text Telephone, (212) 504-4115.

The Final HUD-Approved Action Plan

Following HUD approval of the Action Plan, it will be posted on the City's CDBG-DR website. Copies of the Final Action Plan will also be made available upon request.

Response to Citizen Complaints

The City of New York shall provide a written response to every complaint relative to the CDBG-DR grant within fifteen (15) working days of receipt if practicable.

Performance Review

The requirements for submission of a Performance Evaluation Report (PER) are waived for the CDBG-DR program. As an alternative, the City's Action Plan are entered into HUD's Disaster Recovery Grant Reporting (DRGR) system. The City submits a performance report in a form to be prescribed by HUD no later than thirty (30) days following the end of each quarter,

beginning after the first full calendar quarter after grants award and continuing until all funds have been expended. The quarterly reports shall use the DRGR system and be posted on the City's website within three days of submission.

Action Plan Amendments

The City of New York follows two alternative citizen participation processes in the case of amendments. In the cases of a substantial amendment, the procedures detailed above would be followed. A substantial amendment is defined as: a change in program benefit, beneficiary or eligibility criteria, the allocation or re-allocation of more than \$1 million, or the addition or deletion of an activity. For amendments considered to be non-substantial, the City notifies HUD but public comment is not required. Every amendment, substantial or not, is numbered sequentially and posted on the website.