



**Texas General Land Office  
Community Development and Revitalization  
CDBG-MIT (Pub. L. 115-123)  
Citizen Participation Plan for the State and Subrecipients**

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## **Overview**

The Texas General Land Office (GLO) administers Community Development Block Grant mitigation (CDBG-MIT) funds allocated to Texas by the U.S. Department of Housing and Urban Development (HUD). As part of the administration of CDBG-MIT funds, the GLO is required comply with HUD's citizen participation requirements outlined in each Federal Register notice.

## **HUD's Federal Register Notice Requirements**

Public Laws 115–56 appropriated CDBG-MIT funds for mitigation activities for Texas, the Federal Register notice issued by HUD ([84 FR 169](#) published on August 30, 2019) allocated a total of \$4.297 billion for mitigation efforts.

The Notice states: “To permit a more robust process and ensure mitigation activities are developed through methods that allow all stakeholders to participate, and because citizens recovering from disasters are best suited to ensure that grantees will be advised of any missed opportunities and additional risks that need to be addressed, provisions of 42 U.S.C. 5304(a)(2) and (3), 42 U.S.C. 12707, 24 CFR 570.486, 24 § 91.105(b) and (c), and 24 CFR 91.115(b) and (c), with respect to citizen participation requirements, are waived and replaced by the requirements below. These revised requirements mandate public hearings (the number of which is based upon the amount of a grantee's CDBG-MIT allocation) across the HUD-identified MID areas and require the grantee to provide a reasonable opportunity (at least 45 days) for citizen comment and ongoing citizen access to information about the use of grant funds.”

## **Citizen Participation Plan**

### Public Hearings

The requirements for CDBG-MIT grantees mandate a minimum number of public hearings in the HUD-identified MID areas; for Texas, the minimum number is four.

The GLO held a total of 6 public hearings in the HUD MID areas, three of which were held prior to publication of the action plan for public comment on the GLO's website. All public hearings were held:

- In a different location to ensure geographic balance and maximum accessibility;
- In facilities that are physically accessible to persons with disabilities; and
- In compliance with civil rights requirements.

Archival recordings made during one or more of the hearings were be posted on the GLO's mitigation webpage(s) navigable from its recovery website.

## Mitigation Public Hearing Schedule

Public Hearing		Date	HUD/State MID County	Location
1	Pre-Action Plan Publication	September 26, 2019 at 12:00 p.m.	HUD MID County (Travis County)	Texas State Capitol Auditorium, E1.004 1100 Congress Avenue, Austin, Texas, 78701
2	Pre-Action Plan Publication	October 1, 2019 at 12:00 p.m.	HUD MID County (Jefferson County)	Jefferson County Courthouse 1149 Pearl Street Beaumont, Texas, 77701
3	Pre-Action Plan Publication	October 2, 2019 at 12:00 p.m.	HUD MID County (Nueces County)	Del Mar College Center for Economic Development, 106 3209 S. Staples Street Corpus Christi, Texas 78411
4	Public Comment Period	December 2, 2019 at 10 a.m.	HUD MID County (Aransas County)	Aransas County Navigation District Saltwater Pavilion 210 Seabreeze Drive Rockport, TX 78382
5	Public Comment Period	December 9, 2019 at 10 a.m.	State MID County (Dallas County)	Dallas County Community College District – Bill J Priest Institute 1402 Corinth Street Road Dallas, Texas 75215
6	Public Comment Period	December 10, 2019 at 10 a.m.	HUD MID County (Hidalgo County)	North Academic Building G Lecture Hall G191 Mid Valley Campus of South Texas College 400 N Border Ave. Weslaco, Texas 78596
7	Public Comment Period	December 11, 2019 at 6 p.m.	HUD MID County (Harris County)	Texas Southern University EDU Auditorium 3100 Cleburne Street Houston, Texas 77004
8	Public Comment Period	January 9, 2020 at 10:00 a.m.	HUD MID County (Jasper County)	Jasper County Courthouse Annex 271 East Lamar Jasper, TX 75951

### Publication

Before the GLO adopts an action plan or any substantial amendment, it will publish the proposed plan or amendment on the GLO's recovery website, [recovery.texas.gov](http://recovery.texas.gov).

- (1) Subsequent to publication of the Action Plan, the GLO will provide a reasonable opportunity for public comment of at least 45 days and have a method(s) for receiving comments. For substantial amendments to the Action Plan, the GLO will provide a reasonable opportunity for public comment of at least 30 days and have a method(s) for receiving comments. Citizens with disabilities or those who need technical assistance can contact the GLO office for assistance, either via: TDD 512-463-5330 or TX Relay Service

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The GLO will take comments via USPS mail, fax, email, or through the GLO's recovery website:

Texas General Land Office  
Community Development and Revitalization  
P.O. Box 12873  
Austin, TX 78711-2873  
Fax: 512-475-5150  
Email: [cdr@recovery.texas.gov](mailto:cdr@recovery.texas.gov)  
Website: [recovery.texas.gov](http://recovery.texas.gov)

- (2) The GLO and/or subrecipients will notify affected citizens through electronic mailings, press releases, statements by public officials, media advertisements, public service announcements, newsletters, contacts with neighborhood organizations, and/or through social media.
- (3) The GLO will ensure that all citizens have equal access to information about the programs, including persons with disabilities and limited English proficiency (LEP). The GLO will ensure that program information is available in the appropriate languages for the geographic area served by the jurisdiction. For assistance in ensuring that this information is available to LEP populations, recipients should consult HUD's *Final Guidance to Federal Financial Assistance Recipients Regarding Title VI, Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons* in the Federal Register notice published January 22, 2007 ([72 FR 2732](#)).
- (4) The Action Plan in its entirety will be translated to Spanish, Vietnamese, Chinese, Korean, and Arabic. The languages selected were selected based on the entire CDBG-MIT eligible area (CDBG-DR declared counties for the 2015 Floods, the 2016 Floods, and Hurricane Harvey) and a natural break in the numbers of Limited English Proficiency individuals. Recognizing there may be a need for individuals to have access to the document in additional languages, the GLO will be contracting with a translation service to provide personalized translations of the Action Plan upon request. Any public places that work directly in Action Plan programs available to private individuals will carry signage detailing this service in applicable languages. The GLO website will include similar notations.

### Substantial Amendment

In the action plan, the GLO will specify criteria for determining what changes in the GLO's plan constitute a substantial amendment to the plan. At a minimum, the following modifications will constitute a substantial amendment:

- i. The addition of a CDBG-MIT Covered Project;
- ii. A change in program benefit or eligibility criteria;

- iii. The addition or deletion of an activity; or
- iv. The allocation or reallocation of more than \$25 million or a change constituting more than 20% of a program's budget.

#### Nonsubstantial amendments

The GLO will notify HUD when it makes any action plan amendment that is not substantial. HUD will be notified at least 5 business days before the amendment becomes effective. HUD will acknowledge receipt of the notification of nonsubstantial amendments via email within 5 business days; subsequently, the nonsubstantial amendment will be posted on the GLO's recovery website ([recovery.texas.gov](http://recovery.texas.gov)).

#### Stakeholder consultation

The GLO will consult and conduct outreach for affected local governments, Indian Tribes, public housing authorities, nongovernmental organizations, the private sector, and other stakeholders and affected parties.

#### Citizen Advisory Committee

The GLO will form a citizen advisory committee (CAC) that will meet in an open forum twice a year in order to provide increased transparency of all CDBG-MIT fund activities. During each open forum, the CAC will solicit and respond to public comments regarding the GLO's mitigation activities in order to better inform the GLO's current and planned mitigation projects and programs.

#### Consideration of Public Comments

The GLO will consider all written comments regarding specific action plans or substantial amendments. A summary of the comments and the GLO's response to each will be located in the appendix section of the relevant action plan submitted to HUD for approval.

#### Citizen Complaints

The GLO will provide a timely written response to every citizen complaint received. The response will be provided within 15 working days of the receipt of the complaint, if practicable. Complaints regarding fraud, waste, or abuse of government funds should be forwarded to the HUD OIG Fraud Hotline (phone: 1-800-347-3735 or email: [hotline@hudoig.gov](mailto:hotline@hudoig.gov)).

## Public Website

The GLO will maintain a public website that provides information accounting for how all grant funds are used and managed/administered, including: (1) links to all action plans; (2) action plan amendments; (3) CDBG-DR and CDBG-MIT program policies and procedures; (4) performance reports; (5) citizen participation requirements; and (6) activity/program information for activities described in the respective action plans, including details of all contracts and ongoing procurement policies.

The GLO will make the following items available on [recovery.texas.gov](http://recovery.texas.gov): (1) the action plans (including all amendments); (2) each Quarterly Performance Report (QPR) as created using the DRGR system; (3) procurement, policies and procedures; (4) executed CDBG-DR and CDBG-MIT contracts; and (5) status of services or goods currently being procured by the GLO (e.g., phase of the procurement, requirements for proposals, etc.).

In addition to the specific items listed above, the GLO will maintain a comprehensive website regarding all disaster recovery activities assisted with these funds. This includes reporting information on the GLO's recovery website, [recovery.texas.gov](http://recovery.texas.gov). The website will be updated in a timely manner to reflect the most up-to-date information about the use of these funds and any changes in policies and procedures, as necessary. At a minimum, updates will be made on a monthly basis.

## **Additional Public Participation**

### 2015 Floods, 2016 Floods, Hurricane Harvey State Mitigation Competition

An application may be awarded only if the locality certifies provides evidence that, at a minimum, the substantially complete application was publicly posted for at least a 14-day public comment period, comments received, and responses provided.

### Regional Mitigation Program

Nine councils of governments (COGs) will develop a method of distribution (MOD) to allocate CDBG-MIT funds to eligible entities for the Regional Mitigation program. Each COG MOD will follow a citizen participation process.

- (1) Develop a citizen participation plan;
- (2) Conduct a minimum of two (2) public hearings prior to finalizing the MOD;
- (3) One (1) public hearing shall be a "Public Planning Meeting;"
- (4) Ensure a public comment period of at least 15 days;