



**AMENDMENT TO THE  
ARANSAS COUNTY CITIZEN PARTICIPATION PLAN FOR  
TEXAS GENERAL LAND OFFICE (GLO) COMMUNITY DEVELOPMENT  
BLOCK GRANT - DISASTER RECOVERY (CDBG-DR) PROGRAM  
ADDING  
TEXAS GENERAL LAND OFFICE (GLO) COMMUNITY DEVELOPMENT  
BLOCK GRANT - MITIGATION (CDBG-MIT) PROGRAM AND  
COVID CARES ACT PROVISIONS**

**PART I: COMMUNITY DEVELOPMENT BLOCK GRANT – DISASTER RECOVERY  
(CDBG-DR)**

**COMPLAINT PROCEDURES**

These complaint procedures comply with the requirements of the Texas General Land Office's Community Development Block Grant - Disaster Recovery (CDBG-DR) Program and Local Government Requirements found in 24 CFR §570.486 (Code of Federal Regulations). Citizens can obtain a copy of these procedures at Aransas County offices, 2840 SH 35 N, Rockport, TX 78382, (Street Address), (361) 790-0100 (Phone) during regular business hours.

Below are the formal complaint and grievance procedures regarding the services provided under the CDBG-DR projects.

1. A person who has a complaint or grievance about any services or activities with respect to the CDBG-DR project(s), whether it is a proposed, ongoing, or completed CDBG-DR project(s), may during regular business hours submit such complaint or grievance, in writing to the County Judge of Aransas County at 2840 SH 35 N, or may call (361) 790-0100.
2. A copy of the complaint or grievance shall be transmitted by the County Judge to the entity that is the subject of the complaint or grievance and to the County Attorney within five (5) working days after the date of the complaint or grievance was received.
3. The County Judge shall complete an investigation of the complaint or grievance, if practicable, and provide a timely written answer to person who made the complaint or grievance within ten (10) days.
4. If the investigation cannot be completed within ten (10) working days per 3. above, the person who made the grievance or complaint shall be notified, in writing, within fifteen (15) days where practicable after receipt of the original

complaint or grievance and shall detail when the investigation should be completed.

5. If necessary, the grievance and a written copy of the subsequent investigation shall be forwarded to the CDBG-DR program for their further review and comment.
6. If appropriate, provide copies of grievance procedures and responses to grievances in both English and Spanish, or other appropriate language.

## **TECHNICAL ASSISTANCE**

When requested, the County shall provide technical assistance to groups that are representative of persons of low- and moderate-income in developing proposals for the use of CDBG-DR funds. The County, based upon the specific needs of the community's residents at the time of the request, shall determine the level and type of assistance.

## **PUBLIC OUTREACH EFFORTS**

The County shall provide for reasonable public notice, appraisal, examination and comment on the activities proposed for the use of CDBG-DR funds. These efforts shall include:

1. Provide for and encourage citizen participation, particularly by low and moderate income persons who reside in slum or blighted areas and areas in which CDBG-DR funds are proposed to be used;
2. Ensure that citizens will be given reasonable and timely access to local meetings, information, and records relating to an entity's proposed and actual use of CDBG-DR funds;
3. Furnish citizens information, including but not limited to:
  - a) the amount of CDBG-DR funds expected to be made available
  - b) the range of activities that may be undertaken with the CDBG-DR funds
  - c) the estimated amount of the CDBG-DR funds proposed to be used for activities that will meet the national objective of benefit to low and moderate income persons
  - d) if applicable, the proposed CDBG-DR activities likely to result in displacement and the entity's anti- displacement and relocation plan;
4. Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities in an application to the state and, for grants already made, activities which are proposed to be added, deleted or substantially changed from the entity's application to the state. Substantially changed means changes made in terms of purpose, scope, location or beneficiaries as defined by criteria established by the state; and

5. These outreach efforts may be accomplished through one or more of the following methods:
  - a) Publication of notice in a local newspaper - a published newspaper article may be used so long as it provides sufficient information regarding program activities and relevant dates;
  - b) Notices prominently posted in public buildings and distributed to local Public Housing Authorities and other interested community groups;
  - c) Posting of notice on the local entity website (if available);
  - d) Public Hearing; or
  - e) Individual notice to eligible cities and other entities as applicable using one or more of the following methods:
    - i. Certified mail
    - ii. Electronic mail or fax
    - iii. First-class (regular) mail
    - iv. Personal delivery (e.g., at a Council of Governments [COG] meeting).

## **PUBLIC HEARING PROVISIONS**

For each public hearing scheduled and conducted by a CDBG-DR applicant or recipient, the following public hearing provisions shall be observed:

1. Furnish citizens information, including but not limited to:
  - (a) The amount of CDBG-DR funds available per application for Hurricane Harvey.
  - (b) The range of activities that may be undertaken with the CDBG-DR Hurricane Harvey funds;
  - (c) The estimated amount of the CDBG-DR Hurricane Harvey funds proposed to be used for activities that will meet the national objective of benefit to low- and moderate- income persons; and
  - (d) The proposed CDBG-DR activities likely to result in displacement and the unit of general local government's anti-displacement and relocation plans required under 24 CFR 570.488.
2. Public notice of any hearings must be published at least seventy-two (72) hours prior to the scheduled hearing. The public notice must be published in a local newspaper. Each public notice **MUST** include the **DATE, TIME, LOCATION** and **TOPICS** to be considered at the public hearing. A published newspaper article may also be used to meet this requirement so long as it meets all content and timing requirements. Notices should also be prominently posted in public buildings and distributed to local Public Housing Authorities and other interested community groups.
3. Each public hearing shall be held at a time and location convenient to potential or actual beneficiaries and will include accommodation for persons with disabilities. Persons with disabilities must be able to attend the hearings and an applicant must make arrangements for individuals who require auxiliary aids or services if contacted at least two days prior to each hearing.

4. When a significant number of non-English speaking residents can be reasonably expected to participate in a public hearing, an interpreter will be present to accommodate the needs of the non-English speaking residents.
5. County may conduct a public hearing via webinar if they also follow the provisions above. If the webinar is used to conduct a public hearing, a physical location with associated reasonable accommodations must be made available for citizens to participate so as to ensure that those individuals without necessary technology are able to participate.
6. If applicable, the locality must retain documentation of the hearing notice(s), attendance lists, minutes of the hearing(s), and any other records concerning the actual use of funds for a period of three years after the project is closed out. Such records must be made available to the public in accordance with Chapter 552, Government Code.

## **AMENDMENTS**


### **PART II: COMMUNITY DEVELOPMENT BLOCK GRANT – MITIGATION (CDBG-MIT)**

**Complaint procedures, technical assistance, public outreach efforts, and public hearing provisions for Community Development Block Grant – Mitigation (CDBG-MIT) projects/program are the same as those adopted in Part I of this Plan for the Community Development Block Grant – Disaster Recovery (CDBG-DR) projects/Plan.**

### **PART III: COMMUNITY DEVELOPMENT BLOCK GRANT – MITIGATION (CDBG-MIT) AND DISASTER RECOVERY (CDBG-DR) – COVID-19 AND CARES ACT PROVISIONS**

1. The County will follow the procedures outlined in the COVID-19 OMA Suspension Letter issued in cooperation through the Office of the Attorney General and Office of the Governor.
2. Virtual Hearings  
Due to dangers posed by the COVID-19 pandemic, HUD has permitted virtual public hearings to be conducted to preserve social distancing in support of COVID-19 response. HUD Community Planning and Development (CPD) has interpreted “public hearings” in the context of CDBG-MIT Federal Register notice to include virtual public hearings. The hearing will be conducted to meet the following HUD requirements:
  - a) The hearing will allow for questions to be asked by attendees in “real time” while allowing for answers to those questions to come directly from elected representatives to ALL attendees.
  - b) The County will take appropriate steps to ensure effective communication with persons with disabilities consistent with the requirements of accessibility laws, such as Section 504 of the Rehabilitation Act and the Americans with Disabilities Act and regulations at 28 CFR parts 35 and 36. This includes providing auxiliary aides and services to persons with hearing and vision impairments to afford them the ability to access and participate in the hearing.

- c) The hearing will be provided through a website or digital platform that is accessible to the public where digital notification and emails are accessible.
- d) The County will take reasonable steps to provide meaningful access to persons with limited English proficiency consistent with Title VI of the Civil Rights Act and Lau v. Nichols, 414 US 563 (1974).
- e) Minutes from virtual hearings will be made available to the public through a digital medium that is accessible and available to the public. At a minimum, a copy of the minutes will be posted on the County's website.



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Signature

C.H. "Burt" Mills, Jr., County Judge  
Name, Title

9/28/2020

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Date