

Local Citizen Participation Plan

Crawford County, Ohio

Community Development Block Grant (CDBG)

Program Year 2023

March 23, 2023

1. Background

The Community Development Block Grant (CDBG) Program is a federal grant program through the Department of Housing and Urban Development that provides annual grants on a formula basis to states, cities, and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The program is authorized under Title 1 of the Housing and Community Development Act of 1974.

For Program Year 2022, the State of Ohio received \$45.2 million in CDBG funds For Program Year 2023, Crawford County, Ohio is eligible to apply for and receive federal Community Development Block Grant (CDBG) funds from the Office of Community Development of the Ohio Department of Development. They include the following programs and project amounts:

- **Community Development Allocation**
 - Grant funding for community development projects such as construction or improvement of public facilities, demolition of blighted buildings, projects to increase accessibility to the handicapped and elderly, and preservation of historic buildings or areas.
 - Available funds: \$220,000.
- **Critical Infrastructure**
 - Competitive grant funding for projects designed to address high-priority improvements such as roads, storm damage, fire protection facilities, and other public facilities.
 - Available funds: up to \$500,000.
- **Neighborhood Revitalization**
 - Grant funding to improve quality of life, livability and functionality of distressed areas and neighborhoods. Eligible activities include public facilities, improvements in targeted areas of distress that do not fit within the criteria of other CDBG competitive programs.
 - Available funds: up to \$750,000.
- **Residential Public Infrastructure**
 - Grant funding for water and/or sanitary sewer projects to primarily residential users. There is a minimum total project cost of \$200,000, and the project must be located in an area that has a low- to moderate-income population of at least 51 percent.
 - Available funds: up to \$750,000.
- **Flexible Grant Program**
 - Grant funding for eligible activities which do not fit with other CDBG programs. Eligible projects include economic development, community development, housing and downtown activities.
 - Available funds: amount varies.

2. Citizen Participation Plan

According to the Ohio Department of Development’s Program Year 2023 Ohio Consolidated Action Plan In order to receive these funds, the Crawford County Board of Commissioners “must adopt and follow a written local citizen participation plan which” addresses the following topics:

- **LMI Participation:** “Provides for and encourages citizen participation, with particular emphasis on participation by persons of LMI (low- to moderate-income) who are residents of slum and blighted areas and of areas in which Section 106 funds are proposed to be used, and in the case of a grantee described in Section 106(a), provides for the participation of residents in low- and moderate-income neighborhoods as defined by the local jurisdiction.”
- **Public Hearings:** “Provides for public hearings to obtain citizen views and to responds to proposals and questions at all proposed activities and program performance, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for the disabled.”
- **Technical Assistance:** “Provides for technical assistance to groups representing persons of LMI that request such assistance in developing proposals with the level and type of assistance to be determined by the grantee.”
- **Complaints & Grievances:** “Provides for a timely written answer to written complaints and grievances, within 15 working days where practicable.”
- **Proposed Use of Funds:** “Provides citizens with reasonable and timely access to local meetings, information, and records relating to the grantee’s proposed use of funds, as required by regulations of the Secretary, and relating to the actual funds under this title.”
- **Non-English Speakers:** “Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can reasonably be expected to participate. This paragraph may not be construed to restrict the grantee’s responsibility or authority for developing and executing its community development program.”

Reference: ODO’s PY 2023 Consolidated Action Plan.

<https://development.ohio.gov/static/community/coummunityresources/Draft-PY23-Annual-Action-Plan.pdf> (p. 119).

3. Public Hearings

3.1 Public Hearing 1 – Information Session

The first public hearing will be held at **1:30 p.m.** on **Tuesday, April 11, 2023** at the offices of the Board of Crawford County Commissioners, located at 112 E. Mansfield St., Suite 304, Bucyrus, OH 44820. Legal notice will be provided in both the Bucyrus Telegraph-Forum and Galion Inquirer on Monday, March 27, 2023 and on Monday, April 3, 2023.

The following is information that will be conveyed and program areas to be discussed:

- National and state program objectives
- Estimated amount of funds available to the community
- Range of eligible activities
- Performance of the locality in past CDBG programs, if applicable
- A summary of other program requirements
- Date of Public Hearing #2
- Date application is due to the Office of Community Development in OCEAN

Additional posting, notification, and project solicitation will be encouraged at the following locations and with the following organizations (among others):

- Crawford County
 - Crawford County Board of Commissioner Offices (Bucyrus)
 - Crawford County Job & Family Services Offices (Bucyrus)
 - Crawford-Marion ADAMH (Bucyrus)
 - Crawford County Board of Developmental Disabilities (Bucyrus)
 - Crawford Council on Aging (Bucyrus)
 - Crawford Partnership & Chamber of Commerce (Bucyrus)
 - Crawford County Community Action (Galion)
 - Crawford Metropolitan Housing (Galion)
- Bucyrus
 - Bucyrus City Hall
 - Bucyrus Public Library
 - Bucyrus YMCA
 - Salvation Army Bucyrus
- Galion
 - Galion-Crestline Chamber
 - Galion City Hall
 - Galion Golden Age Center
 - Galion YMCA
- Crestline
 - Crestline Village Hall
 - Crestline Community Center
 - Crestline Public Library
- New Washington
 - New Washington Village Hall
 - New Washington Library
- Various other township and village halls
- Media Relations: a press release will be issued with the information to all local media, including the Bucyrus Telegraph-Forum, Galion Inquirer, Crestline Advocate, and New Washington Herald.
- Online: The information will be made available at buildcrawford.org and distributed via our online social media.

3.2 Public Hearing 2 – Proposed CDBG Activities

The second public hearing will be held at **1:30 p.m.** on **Tuesday, May 16, 2023** at the offices of the Board of Crawford County Commissioners, located at 112 E. Mansfield St., Suite 304, Bucyrus, OH 44820. Legal notice will be provided in both the Bucyrus Telegraph-Forum and Galion Inquirer on Monday, May 1, 2023, and on Monday, May 8, 2023.

The following is information that will be conveyed and program areas to be discussed:

- A presentation on the county’s proposed CDBG program, including the activity or activities to be undertaken, the amount of CDBG and other funds allocated for each activity, the objective of each activity, the timetable for starting through completion of each activity, and what national objective(s) each activity will meet.
- A written summary of the proposed CDBG program.
- Citizen views and comments.

The notification strategy supplementing the legal notices will be similar to that used for Public Hearing 1.

3.3 Public Hearing 3 – Amendment

If there is a program change following the second public hearing, and if the Office of Community Development determines that the program change constitutes an amendment, then one additional public hearing will be required. The primary purpose of this “Amendment Public Hearing” is to provide citizens with an opportunity to review and comment on a “substantial change” in the County’s CDBG program. The format will be similar to that for Public Hearing 2. Legal notices and additional notification will be provided as needed.

4. Community Engagement (Other)

4.1 Virtual Public Meeting

There will be a Zoom information session to be held on Thursday, April 13, at 7:00 p.m. The link will be available at buildcrawford.org.

4.2 Community Information Sessions

In addition to the public hearings, Crawford Partnership staff will work with municipal administrations to be available to present information on the program in April at their request. The following are possible dates for presentation at the municipality’s request. Additional municipalities and/or townships are welcome to request such sessions as well.

- Crestline Village Council: April 3, 2023
- Bucyrus City Council: April 4 or 18, 2023
- New Washington Village Council: April 10 or 24, 2023
- Galion City Council: April 11 or 25, 2023

4.2 Community Development Partners

We will be reaching out to the community foundations, nonprofits, schools, and other units of local government to solicit projects and provide information.

4.3 Online Idea & Project Submissions

We have created a Conditions/Needs Questionnaire and Project Proposal Questionnaire that are available in both an online submission form and a downloadable Microsoft Word document, which can then be submitted to partnership@crawfordpartnership.org. Both are available at buildcrawford.org.

5. Program Contact & Complaints

All citizen complaints should be submitted in writing to partnership@crawfordpartnership.org, and responses will be provided in writing within 15 days where practicable. For questions, please contact David Zak, President & CEO of the Crawford Partnership. He can be reached by email at davidz@crawfordpartnership.org or by cell phone at 419.912.1150.

6. Non-English Speakers

It has not been the experience of the program to have non-English speaking residents participate, nor do the demographics indicate a significant number on non-English speaking residents within Crawford County. In the event that non-English speakers attend a public hearing or engage with the office, we will work to set a separate time to meet with them and arrange for interpretation, and/or to provide an opportunity for written comment and exchange, arranging for translation. Any requests for non-English support services can be made to partnership@crawfordpartnership.org or by phone at 419.563.1809.