

**Substantial Amendment to the Citizen Participation Plan
of the City of Brownsville**

Grantee Name:	City of Brownsville
Name of Department Administering Funds:	Office of Grant management & Community Development
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EXECUTIVE SUMMARY

The City of Brownsville (City) is an Entitlement City in the U.S. Department of Housing and Urban Development's (HUD) Community Development Block Grant (CDBG) Program. The City is considering a Substantial Amendment to its Citizen Participation Plan.

As per the City's current Citizen Participation Plan (CPP) and 24 CFR Part 91, Public Notice and Public Hearings are required for all Substantial Amendments to the City's Citizen Participation Plan.

In order to comply with 24 CFR Part 576, the City must provide for the participation of homeless or previously homeless individuals in its funding decision process. As such, the City has decided to begin its annual Community Voice Campaign at a homeless shelter in order to ensure their participation in the funding decision making process.

BACKGROUND

Federal Regulations

As per 24 CFR 576.405, entitlement communities such as the City of Brownsville must “develop and implement a plan to consult with homeless or formerly homeless individuals in considering and making policies and decisions regarding any facilities, services, or other assistance that receive funding under Emergency Solutions Grant (ESG).

Community Voice

The City has created a Community Voice campaign that takes place annually between the months of November and March. The Community Voice campaign consists of various community workshops and needs assessment surveys conducted throughout the four electoral districts of Brownsville, including neighborhoods, schools and public community centers. The Community Voice campaign is coordinated by the Office of Grant Management and Community Development (OGMCD). Notice of all scheduled workshops are made available to the public in advance.

Action Taken

To comply with federal regulations, the City has decided to begin each of its annual Community Voice campaigns at a homeless shelter or a facility mainly serving homeless individuals to receive their input on the upcoming program year funding decisions. To accomplish this, the City’s Citizen Participation Plan will be amended to include the following text:

In order to provide for the participation of homeless or previously homeless individuals in the City’s funding process, the first event of each annual Community Voice campaign shall be held at a homeless shelter or a facility mainly serving homeless individuals.

Substantial Amendment Process Schedule

COMMENT PERIOD: The City of Brownsville must provide for and encourage public participation, emphasizing involvement by low and moderate income people, especially those living in low and moderate income neighborhoods. Therefore, the City is accepting written comments on this proposed Substantial Amendment for a 30-day period beginning Friday, January 9, 2015 and ending at 5:00p.m. Monday, February 9, 2015. Any interested party may submit their written comments to Ms. Marina Zolezzi, Director of Grant Management & Community Development Department, RE: Substantial Amendment Public Input, 1034 E. Levee Street, 2nd Floor, Brownsville, TX 78520; Phone: (956) 548-6167; e-mail: mzolezzi@cob.us; fax: (956) 548-6161.

Public Hearings: In addition to the 30-day comment period, (2) two Public Hearings on the proposed change will take place:

- January 28, 2015 (6pm): Brownsville Citizens Advisory Committee Meeting
City Hall, 2nd Floor 1034 E. Levee Street (Blue Room)
- February 17, 2015 (6pm): Brownsville City Commission Meeting
City Hall, 2nd Floor 1001 E. Elizabeth Street (Commission Chambers)

Submittal: The substantial amendment will be submitted to HUD on or about February 19, 2015