

## CITIZEN PARTICIPATION REQUIREMENTS

To comply with the participation requirements of Section 508 of the Housing and Community Development Act of 1987, the City of Bloomfield must do the following:

- 1) Conduct at least one public hearing on the activities proposed in each application and at least one public hearing on the status of funded activities for each funded project.
  - (a) The application hearing must include a review of:
    - i. how the need for the proposed activities was identified,
    - ii. how the proposed activities will be funded and sources of funds,
    - iii. the date application will be submitted,
    - iv. requested amount of federal funds,
    - v. estimated portion of federal funds that will benefit persons of low and moderate income,
    - vi. where the proposed activities will be conducted,
    - vii. plans to minimize displacement of persons and businesses as a result of funded activities,
    - viii. plans to assist persons actually displaced and
    - ix. the nature of the proposed activities.
  - (b) The hearing on the status of funded activities must include a review of:
    - i. a general description of accomplishments to date,
    - ii. a summary of expenditures to date,
    - iii. a general description of remaining work, and
    - iv. a general description of changes made to the project budget, performance targets, activity schedules, project scope, location, objectives or beneficiaries.
- 2) Publish hearing notices in a manner consistent with requirements of Iowa Code, Section 362.3.
- 3) Ensure the public reasonable access to all local meetings, project records and information relating to the proposed and actual use of federal funds.
- 4) Conduct all related public meetings or hearings in public buildings or facilities that are accessible to persons with disabilities.
- 5) Provide citizens names and addresses of:
  - (a) the person(s) authorized to receive and respond to citizen proposals, questions and complaints concerning proposed or funded activities, and
  - (b) the person(s) available and able to provide technical assistance to groups representative low- and moderate-income persons in preparing and presenting their proposals for the request and use of federal funds.

Persons authorized to receive and respond to citizen proposals, questions, and/or complaints or provide technical assistance concerning proposed activities are:

Chris Miller, Mayor  
111 W. Franklin St.  
Bloomfield, IA 52537  
(641) 664-2260

Tammy Roberts, Comm. Dev. Director  
111 W. Franklin St.  
Bloomfield, IA 52537  
(641) 664-2260

- 6) Provide translators during or written translations after public hearings attended by non-English speaking residents upon their request whenever they represent a significant proportion of the persons benefited by the proposed or actual activities. Federally assisted recipients are required to make reasonable efforts to provide language assistance to ensure meaningful access for "Limited English Proficiency" (LEP) persons to the recipient's programs and activities. Language assistance that a recipient might provide to LEP persons include, but are not limited to: oral interpretation services, bilingual staff, telephone service lines interpreter, written translation service, and translating information materials in identified language(s).

Passed and adopted this \_\_\_\_ day of \_\_\_\_\_, 2022.

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*Chris Miller, Mayor*

ATTEST

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*Sandy Jones, City Clerk*