



**CITY of NEW ALBANY**  
**FISCAL YEAR (FY) 2018**  
**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**  
**ONE-YEAR ACTION PLAN**  
***CITIZEN PARTICIPATION PLAN***

The purpose of this Citizen Participation Plan is to ensure the timely and accessible involvement of the citizens of New Albany in the drafting, implementation, and assessment of the City of New Albany's FY2018 Community Development Block Grant One-Year Action Plan. The FY2018 One-Year Action Plan (Action Plan) is a community development plan outlining the City's needs and goals with regard to affordable housing and homelessness, as well as community and economic development and is a requirement in order to receive assistance from the U.S. Department of Housing and Urban Development (HUD). The Action Plan is an annual statement of activities as outlined in the Consolidated Plan. The City will submit the Action Plan, to HUD on or around May 17, 2018, and the Fiscal Year will begin on July 1, 2018, and run through June 30, 2019. This Citizen Participation Plan shall be implemented by the Department of Redevelopment with its office located in Room 325, City-County Building, New Albany, Indiana. The following elements shall govern citizen participation in the process of formulating, implementing, and evaluating the Action Plan:

**1. Participation by very-low and low- and moderate income persons.**

Participation by very-low, low- and moderate income residents particularly those of slum and blighted areas and areas in which funds are proposed to be used is encouraged. Participation shall be solicited through the publication of public hearing legal advertisements in accordance with Indiana Code requirements and by supplemented block advertisements of the proposed plan in the newspaper. In addition, notices of public hearings shall be posted in and/or made available to such neighborhood congregating places as schools, social service agencies, neighborhood centers, as well as the City-County Building and the New Albany-Floyd County Public Library, [www.cityofnewalbany.com](http://www.cityofnewalbany.com), and as per the following list (subject to change):

**Public Schools:**

Children's Academy of Early Learning  
Fairmont Elementary School  
Graceland (Slate Run) Family Life Center School  
Green Valley Elementary School  
Hazelwood Junior High School

New Albany High School  
S. Ellen Jones Elementary School  
Scribner Junior High School

**Public Buildings:**

City-County Building Lobby & 3rd Floor  
Griffin (Kathleen Wilkerson) Recreation Center  
NA Housing Authority Main Office

NA-FC Floyd County Public Library  
Silver Street Parks & Recreation Building

**Other Locations:**

Hope Southern Indiana, Brown Starks Neighborhood Center, 1200 Bono Road  
La Tiendita on Market, 111 W. Market Street  
Rauch - Fairmont Co-Location Center, 2001 Abbie Dell Avenue  
The Salvation Army – 2300 Green Valley Road

**2. Participation by Residents of Publicly-assisted Housing.**  
Participation by residents of publicly-assisted housing is encouraged. In addition to the methods listed above, participation shall be solicited by informing the New Albany Housing Authority of public hearings regarding the Plan, and requesting that the Housing Authority post notice of public meetings and public hearings at all locations it deems reasonable.

**3. Access to Information.**  
All citizens shall be provided reasonable and timely access to local meetings, information and records relating to the City of New Albany's proposed use of funds. Notices of all public hearings shall be published in accordance with Indiana Code requirements and such notifications shall be supplemented with additional block advertisements.

A summary of the proposed Action Plan will be published in the newspaper and comments will be solicited. This summary shall include the estimated amount of federally funded assistance the City expects to receive, and how the City intends to use such assistance, including the amount that will be made available to very-low and low- and moderate income persons. The full draft of the proposed Action Plan is to be made available at various community locations throughout the City, including the Redevelopment Office, the NA-FC Public Library, New Albany Housing Authority management office, and at [www.cityofnewalbany.com](http://www.cityofnewalbany.com). The City shall receive written public comments on the draft for a period of not less than thirty days from the date it is first made available.

Environmental Review notices shall be published as required in the newspaper, and comments shall be solicited. The opportunity to comment on the City's community development performance will be solicited through a newspaper advertisement as well as public hearings. Files of the Redevelopment Commission are open for public inspection between the hours of 8 A.M. and 4 P.M., Monday through Friday, in Room 325, City-County Building. Copies of documents are available when requested in writing. No charge shall be made for fewer than 10 pages copied; a reasonable charge may be made for 10 or more pages copied. The staff of the Redevelopment Department will be available by appointment to discuss the community development concerns of citizens.

**4. Technical Assistance.**  
Any group representing very-low and low-income persons, which requests it in writing shall be provided technical assistance in developing proposals for activities that are consistent with the Consolidated Plan.

**5. Public Information Meetings and Public Hearings.**  
In order to obtain citizen views and to respond to proposals and questions at all stages of the community development program, the following public information meetings and public hearings will be held to solicit comments on the following subjects: suitable living environment; housing; and, economic development needs; proposed activities; project implementation (as requested and/or required); community development program performance; and, amendments to the Consolidated Plan. Notices of all public hearings shall be published in accordance with Indiana Code requirements and such notifications shall be supplemented with additional block advertisements. The current schedule for FY2018 public meetings, public hearings and key dates is as follows. Meetings and hearings are held in the Assembly Room, Room 331 City-County Building, (unless otherwise noted). Please verify meetings due to possible dates, rooms and/or time changes.

**Tuesday, February 13, 2018, 2:30 p.m.**

NARC will authorize the FY18 Citizens Participation Plan and key dates for the FY18 CDBG One-Year Action Plan.

**Saturday, February 17, 2018**

A summary of the Citizens Participation Plan will publish in the Tribune and post of the City's website.

**Saturday, March 3, 2018**

A notice of public hearing concerning the FY18 CDBG One-Year Action Plan will publish in the Tribune and post on the City's website.

**Tuesday, March 13, 2018, 2:30 p.m.**

NARC will conduct a Public Hearing concerning the nature of the Community Development Block Grant program and to accept community input into the development of the FY18 One-Year Action Plan in the Assembly Room, Room 331, City-County Building, New Albany, Indiana.

**Tuesday, March 27, 2018, 2:30 p.m.**

NARC will ADOPT a Draft FY18 One-Year Action Plan and authorize the Plan for distribution and publication of the Plan summary in the Tribune and on the City's website.

**Saturday, March 31, 2018**

Publish the FY18 DRAFT One-Year Action Plan summary in the Tribune, on the City's website and distribute to community agencies.

**Monday, April 02, 2018 through Wednesday, May 01, 2018**

A thirty-day comment period on the Plan commences and concludes.

**Wednesday, May 09, 2018, 2:30 p.m.**

NARC will ADOPT the FY18 One-Year Action Plan.

**Tuesday, September 11, 2018, 2:30 p.m.**

NARC will conduct a Public Hearing to report the Grantee's performance for FY2017.

**6. Consultations.**

In order to better use the resources and expertise of other corporate and non-corporate organizations with interests in affordable housing, a better living environment, and expanded economic opportunities, the Redevelopment Commission shall involve, to the extent possible, these organizations in developing an assessment of needs for the City. Such consultations shall include, but not be limited to the following: not-for-profit social service and/or housing organizations, banks, realtors, and other municipal governing bodies.

**7. Written Comments and Complaints.**

All citizen comments and complaints regarding any facet of the Plan should be directed to the New Albany Department of Redevelopment. As per CFR '91.105(b)(5), the City shall consider any comments or views of citizens received in writing, or orally at the public hearings or public information meetings, in preparing the final *Action Plan*. Written comments and complaints shall be responded to within 15 working days where practicable. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the final Plan.

**8. Non-English Speaking Persons.**

According to the 2010 U. S. Census of Population, an estimated 500 adults in New Albany are unable to speak English well or do not speak it at all. The Department of Redevelopment shall accommodate the needs of this population through the use of interpreters, if necessary. Special

arrangements will be made to communicate with these persons, if any desire to participate in a public hearing or public meeting.

**9. Special Assistance to the Disabled or Handicapped.**

Disabled or handicapped individuals who may require special assistance to attend any Meeting or Hearing open to the public may make their request known by contacting the Department of Redevelopment at 948.5333 (Voice) or 1.800.743.3333 (Indiana Statewide Relay for the hearing-impaired {toll free}).

**10. Amendment Process.**

A substantial change is a condition, which requires a formal amendment to the Five-Year Consolidated Plan (Consolidated Plan). The Consolidated Plan amendment process requires the opportunity for public input as per the City of New Albany Consolidated Plan Citizen Participation Plan. Said criteria include the following:

1. To make a change in its allocation priorities or a change in the method of distribution of funds: An increase in the budgeted amount in the grant of more than 35%.
2. To carry out a project, using funds from any program covered by the consolidated plan (including program income), not previously described in the action plan.
3. Adding a priority need, strategy, objective, and/or activity identified in the Consolidated Plan and/or One-Year Action Plan.

**11. Anti-displacement.**

The City of New Albany maintains a policy of minimizing displacement in its activities funded through CDBG as indicated in its Anti-displacement Plan of March 22, 1995. Said Anti-displacement Plan is available at the Office of the Redevelopment Commission, listed below. The Anti-displacement Plan specifies the general types and levels of assistance that the jurisdiction will make available to persons in the event of displacement. In the event a CDBG activity would cause displacement, the City will have an informational meeting for affected persons.

**12. Performance Reports.**

Citizens shall be provided with reasonable notice and an opportunity to comment on performance reports. Notice of the availability of performance reports shall be given in the same manner as the notice of the availability of the Consolidated Plan (as per Number 1, above). Draft performance reports shall be made available at the same locations as the draft Action Plan (as per Number 3, above). Comments on the performance report prior to its submittal to HUD shall be received for a period not less than 15 days. The City shall consider any comments or views of citizens received in writing, or orally at the public hearings or meetings, in preparing the final performance report. Written comments and complaints shall be responded to within 15 working days, where practicable. A summary of these comments or views, and a summary of any comments or views not accepted and the reasons therefore, shall be attached to the final performance report.

**13. Jurisdiction Responsibility**

The requirements for citizen participation outlined in this document do not restrict the responsibility or authority of the City for the development and execution of the *Consolidated Plan*.

Written comments should be addressed to:  
New Albany Redevelopment Commission  
ATTN: Director of Redevelopment  
Room 325, City-County Building, 311 Hauss Square  
New Albany, IN 47150

Dated: February 13, 2018  
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