

MEMORANDUM



Bellevue Parks &
Community Services

DATE: July 1, 2024

TO: Human Services Commission

FROM: Donna Adair, Human Services Planner

SUBJECT: Updated CDBG Citizen Participation Plan

All jurisdictions that receive Community Development Block Grant (CDBG) funding are required to adopt a Citizen Participation Plan (CPP) that details the requirements and processes for public involvement and opportunities for comment regarding planning and programming for the CDBG program. The City of Bellevue's current CPP was adopted in 2019 and amended in 2020 based on the impact of the Coronavirus and the Cares Act funding allowing for shorter comment periods during that period.

The Department of Housing & Urban Development (HUD) has specific requirements for public participation and comment periods. The city is updating their CPP to include Hybrid/Virtual meetings that are now allowed.

The draft CPP is attached. All the sections of the CPP reflect HUD regulations. Key sections define minor and substantial amendments to both the Consolidated Plan and Annual Action Plans and any required public comment periods. Only substantial amendments require public notice and a 30-day citizen comment period. Minor amendments do not require public notice or a comment period, therefore allowing for a streamlined and efficient way to make qualifying changes. The thresholds for substantial and minor amendments are defined in the CPP. Human Services Commission approval is required of both types of amendments.

The Commission will review and vote to approve the Citizen Participation Plan at the July 1st meeting.

MEMORANDUM



Bellevue Parks &
Community Services