

**DU PAGE COUNTY, ILLINOIS  
CITIZEN PARTICIPATION PLAN  
Community Development Block Grant Disaster Recovery (CDBG-DR)  
January 28, 2014  
Revised July 8, 2014**

**Background and Applicability**

This Citizen Participation Plan has been developed for the receipt of a Community Development Block Grant – Disaster Recovery Grant (CDBG-DR) in the amount of \$25,900,000 in accordance with the Disaster Relief Appropriations Act, 2013 (Public Law 113-2). This grant is being made available through the U.S. Department of Housing and Urban Development (HUD) to assist disaster recovery efforts in response to declared major disasters occurring in DuPage County in 2013. A requirement of the CDBG-DR grant funds is the adoption of a Citizen Participation Plan specific to these funds. This plan meets the requirements stated in the following Federal Register publications:

- Federal Register, Docket No. FR-5696-N-07, published Monday, December 16, 2013
- Federal Register, Docket No. FR-5696-N-01, published Tuesday, March 5, 2013
- Federal Register, Docket No. FR-5696-N-09, published Tuesday, June 3, 2014 – This Notice modified prior notices as to the grant amount and Citizen Participation requirements, which has resulted in revision of this Citizen Participation Plan.

**Public Hearings, Public Notices and Public Comment and Complaint Procedures**

During the term of the grant, DuPage County must provide citizens, affected local governments, and other interested parties with reasonable and timely access to information and records relating to the Action Plan and to the use of funds. This objective will be met as follows:

1. DuPage County has developed and will maintain a website regarding all disaster recovery activities assisted with these funds. The County will post the CDBG-DR Action Plan and any amendments, as well as this Citizen Participation Plan, on this CDBG-DR website to give citizens an opportunity to read all documents and to submit comments and/or complaints. The website address is <http://www.dupageco.org/cdbg-dr/>. It is also featured prominently on, and is easily navigable from, the County's homepage at [www.dupageco.org](http://www.dupageco.org) (please see CDBG Disaster Recovery under Quick Links on the left hand side of the page). The final HUD approved Action Plan will also be posted on this website.
2. Before DuPage County adopts the Action Plan for this grant, or any substantial amendment to this grant, DuPage County will publish the proposed Action Plan or amendment. Each document will be prominently posted on the DuPage County website as stated above. DuPage County will also issue press releases, provide information via electronic mailings, and work in conjunction with municipalities within DuPage County to reach affected citizens. Information about this grant may also be discussed at meetings of the County Board, as

well as special committees of the County Board. All such meetings are subject to the Open Meetings Act. Therefore, notification and reporting requirements apply any time a majority of a quorum of any of these groups assembles. All such meetings are also accessible to persons with disabilities.

3. DuPage County will ensure that all citizens have equal access to information about any programs under this grant, including persons with disabilities and limited English proficiency (LEP). The DuPage County Community Services Language Access Plan states that vital documents for Community Services should be translated into Spanish. As documents are developed for the disaster recovery funds, it will be determined which documents are vital documents. DuPage County will make program information available through oral interpretation, as needed.
4. When the original Action Plan was publicly posted, DuPage County was required to give the public a minimum of seven (7) days to make comments. For all subsequent Substantial Amendments to the Action Plan, the public will be given a minimum of thirty (30) days to make comments after public posting of the Substantial Amendment. Additionally, at least one public hearing will be held regarding any Substantial Amendment to the Action Plan. Citizens and other stakeholders will have reasonable and timely access to these public hearings. Notice will be given at least 10 days prior to any public hearing by publication of a Notice regarding the public hearing, posting the Notice of Public Hearing on the disaster recovery website, and e-mailing the Notice regarding the public hearing to local governments, as well as agencies that serve minority populations, persons with limited English proficiency and persons with disabilities. DuPage County will consider all comments received. A summary of comments or views and the response of DuPage County will be posted on the website and submitted to HUD with the Action Plan or Substantial Amendment.
5. During the term of the grant, DuPage County will continue to provide citizens, affected local governments, and other interested parties with reasonable and timely access to information and records relating to the Action Plan, substantial amendments thereto, and DuPage County's use of grant funds and performance reports.
6. Any record pertaining to this grant that is not publicly displayed on the website may be obtained in accordance with the Freedom of Information Act. Any person wishing to view the records associated with the CDBG-DR program may arrange to do so, and copies will be made available in accordance with applicable Freedom of Information requirements.
7. DuPage County will provide a written response to every citizen complaint with fifteen working days of the receipt of the complaint, if practicable.

## **What Constitutes a Substantial Amendment**

The Action Plan will specify criteria for determining what changes in the Action Plan will constitute a substantial amendment. At a minimum, the following modifications will constitute a substantial amendment: a change in program benefit or eligibility criteria; the allocation or re-allocation of more than \$1 million; or the addition or deletion of an activity. DuPage County may substantially amend the Action Plan by following this Citizen Participation Plan. Amendments to the Action Plan that do not meet the threshold to be considered a substantial amendment will not require a public comment period, but all amendments will be numbered sequentially and posted on the disaster recovery website.

## **For Further Information**

To ask questions, comment on the Action Plan or an amendment, make a complaint, request a paper copy of a document, request additional language assistance, or to request an accommodation for disabilities:

Call: 630-407-6706  
TDD (Hearing Impaired): 630-407-6502  
Fax: 630-407-6702

E-mail: [mary.mitros@dupageco.org](mailto:mary.mitros@dupageco.org)

Mail a comment or request or visit office in person:

Mary Mitros  
Stormwater Management  
DuPage County Government  
421 N. County Farm Road  
Wheaton, IL 60187

CDBG-Disaster Recovery Website: <http://www.dupageco.org/cdbg-dr/>

County Website with link to CDBG-Disaster Recovery Website: [www.dupageco.org](http://www.dupageco.org) (please see CDBG Disaster Recovery under Quick Links)

**Freedom of Information Act access** to any document not displayed on the website:

[FOIAStormwaterManagement@dupageco.org](mailto:FOIAStormwaterManagement@dupageco.org)

Mail or Fax:

DuPage County Department of Stormwater Management - FOIA Officer  
421 N County Farm Rd  
Wheaton IL 60187  
Fax: 630-784-6702