



City and County of San Francisco

DRAFT **Amendment to** **Citizen Participation Plan**

For Public Review and Comment Between
June 8, 2020 and June 12, 2020

Mayor's Office of Housing and Community Development

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Welcome to San Francisco's DRAFT Amendment to its Citizen Participation Plan.

NOTES FOR PUBLIC REVIEW and COMMENT:

- 1) This draft document is available for public review and comment between June 8 and June 12, 2020.
- 2) Due to the current shelter in place order, hard copies of this document will not be available.
- 3) Staff welcomes your comments in writing via email. They may be directed to gloria.woo@sfgov.org. In your comment, please be specific about your issue and refer to a specific section of the Draft document, if appropriate.
- 4) The close of the public comment period is June 12, 2020 at 5:00 p.m.
- 5) Thank you in advance for your participation in this process.

Background and Purpose

The Citizen Participation Plan sets forth policies and procedures that the Mayor's Office of Housing and Community Development (MOHCD) has adopted to encourage citizen involvement regarding the use of U.S. Department of Housing and Urban Development (HUD) funding sources, including Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and Housing Opportunities for Persons With AIDS (HOPWA).

The Coronavirus Aid, Relief, and Economic Security Act (CARES Act), Public Law 116-136, was created on March 27, 2020, to respond to the growing effects of this historic public health crisis. The CARES Act authorized HUD to provide supplemental CDBG, ESG and HOPWA funding to entitlement communities such as the City and County of San Francisco.

HUD has allocated the following funds to San Francisco under the CARES Act to help prevent, prepare for and respond to the impacts of the global COVID-19 pandemic:

- \$10,972,734 in supplemental Community Development Block Grant (CDBG) funding;
- \$5,501,459 in supplemental Emergency Solutions Grant (ESG) funding; and,
- \$1,028,483 in additional Housing Opportunities for Persons With AIDS (HOPWA) funding.

In order to receive these funds from HUD, MOHCD must submit an Amendment to San Francisco's 2020-2021 Action Plan, which serves as an application for these funds. San Francisco's Citizen Participation Plan describes a public review process for Amendments. In its implementation of the CARES Act, HUD has allowed San Francisco to establish an expedited public review process in its Citizen Participation Plan in order to quickly prevent, prepare for and respond to the COVID-19 pandemic.

Public Review Process for Amendments to Action Plans

Regular Public Review Process

Below is the existing public review process for Substantial Amendments to Consolidated Plans and Action Plans.

1. Notices will be posted on the MOHCD and other relevant City department's websites and published in neighborhood and ethnic group-specific newspapers that are used by the Board of Supervisors for outreach, if space is available. The notice will also be emailed to non-profit organizations on MOHCD's contact list. The notice will inform the public of the proposed changes, and locations where a copy of the draft amendment may be reviewed.
2. After public notice of approximately 7-10 days, the draft amendment will be available for public review and comment electronically on the MOHCD and other relevant City department's websites, at the offices of MOHCD and other relevant City departments, and at the Main Branch of the San Francisco Public Library. Interested persons will have 30 days to provide written comments on the proposed amendment. Interested parties may also provide oral comments at a CCD meeting, if one is scheduled within the 30-day period.
3. A summary of all comments received within the 30-day period will be included in the substantial amendment to the Consolidated Plan/Action Plan that is finally submitted to HUD.

Expedited Public Review Process for CARES Act Funding

Below is the expedited public review process to incorporate HUD CARES Act funding into San Francisco's 2020-2021 Action Plan. The expedited process only applies to the proposed uses of supplemental CDBG, ESG and HOPWA funding received by HUD under the CARES Act. The differences between the regular process and the expedited process are 1) Hard copies of the draft Amendment will not be available due to the current shelter in place order; and 2) Interested parties will have five days to provide written comments instead of 30 days.

1. Notices will be posted on the MOHCD and other relevant City department's websites and published in neighborhood and ethnic group-specific newspapers that are used by the Board of Supervisors for outreach, if space is available. The notice will also be emailed to non-profit organizations on MOHCD's contact list. The notice will inform the public of the proposed changes, and locations where a copy of the draft amendment may be reviewed.
2. After public notice of approximately 7-10 days, the draft amendment will be available for public review and comment electronically on the MOHCD and other relevant City department's websites. Due to the current shelter in place order, hard copies of these documents will not be available. Interested persons will have five days to provide written comments on the proposed amendment. Interested parties may also provide oral comments at a CCD meeting, if one is scheduled within the five-day period.
3. A summary of all comments received within the five-day period will be included in the substantial amendment to the Consolidated Plan/Action Plan that is finally submitted to HUD.