

Section 4: Program Administration

Citizen Participation Plan

The State values citizen and stakeholder engagement. South Carolina has developed a Citizen Participation Plan in compliance with § 24 CFR 91.115 and applicable HUD requirements to set forth the policies and procedures applicable to citizen participation, intended to maximize the opportunity for citizen involvement in the planning and development of the South Carolina CDBG-DR recovery program including but not limited to:

- The amount of assistance expected to be received by impacted communities;
- The range of eligible activities to be undertaken;
- Other Action Plan and program activities.

The goal of the Citizen Participation Plan is to provide all South Carolina residents with an opportunity to participate in the planning and assessment of the State's CDBG-DR recovery programs. In order to facilitate citizen involvement, South Carolina has laid out target actions to encourage participation and allow equal access to information about the program by all citizens, especially those of low and moderate income, those living in slum and blighted areas and in areas identified for recovery through CDBG-DR, non-English speaking persons, and other disadvantaged populations. ***The State will publish its Action Plan in English as well as Spanish.*** In addition to citizen involvement, South Carolina encourages the participation of regional and state-wide institutions, especially VOADS.

South Carolina will consider any comments received in writing, via email, or expressed in-person at official public hearing events. Additionally, in an effort to permit public examination and public accountability, South Carolina will make the above information available to citizens, VOADS, public agencies, and other interested parties upon request.

Public Hearings

South Carolina will hold ***five*** public hearings during Action Plan development to collect early input from citizens impacted by the October 2015 floods. Notice of public hearings will be announced on the South Carolina Department of Commerce website and published in the local newspaper, as well as on social media. Public hearings will be held at a time and location convenient to potential and actual beneficiaries. ***The State will have the capability to take questions and comments in Spanish at each of the Town Halls.*** South Carolina will consider any comments or views of citizens received in writing or orally at the public hearing. The South Carolina Department of Commerce will prepare for each public event by utilizing the public hearing checklist found in the Appendix.

Individuals who require auxiliary aids or special assistance at public hearings should make a request at least forty-eight hours in advance of the event to the SCDRO by contacting (803) 896-4068 or ContactSCDR@scdr.sc.gov or the hearing impaired may call Relay South Carolina at 7-1-1.

Public Hearings will be held from June 27, 2016 through July 6, 2016 at the following locations:

- i. Georgetown County
- ii. Williamsburg County
- iii. Sumter County
- iv. Florence County
- v. Charleston, Berkley, Colleton, and Dorchester

Public Notice and Comment Period

Notice of public comment period will be provided by publication on the Department of Commerce disaster recover website and in a local newspaper. South Carolina will provide notice and open the citizen comment period for the following time frames per action:

- Comment period for the original Action Plan will take place for fourteen (14) days after the publication of the Action Plan summary.
- Comment period for Substantial Amendments will take place for no less than fourteen (14) days after the publication of the Substantial Amendment summary.
- Comment period for Quarterly Performance Reports will take place for no less than three (3) days after the publication of the Action Plan summary.

Action Plan

The Action Plan defines how South Carolina will effectively use all available funding to support a data-driven recovery based on the calculation of unmet need across the state. The Action Plan describes the State's proposed allocation by activity and lays out program design for each area of assistance, as well as identifying the beginning and end dates for each disaster recovery activity, and performance and expenditure schedules. Before South Carolina adopts the disaster recovery Action Plan, the State will make available for public input, information regarding program design including the amount of assistance South Carolina expects to receive, the range of activities that may be undertaken, and the estimated amount that will benefit persons of low-to-moderate income, and plans to mitigate displacement.

A summary of all comments received will be included in the final Action Plan submitted to HUD for approval. The final Action Plan approved by HUD will be posted to the Department of Commerce website.

Amendments to the Action Plan

South Carolina will engage citizens throughout the program lifecycle to maximize the opportunity for input on proposed program changes that result in a Substantial Amendment. Program changes result in a Substantial Amendment when there is:

- An addition or deletion of any allowable activity described in the approved application;
- An allocation or re-allocation of more than \$1 million; or