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| **TEMPLATE**  *(Print on Municipal Letterhead or Plain Sheet for physical “posting” – Remove DEHCR header/footer notes and “Template” language above and below. Include this notice language in the “published” notice as well. This notice is for the* ***pre-application*** *public hearing. A different DEHCR template is to be used for the post-award public hearing required to be held during the project performance period.)* |

NOTICE OF PUBLIC HEARING

For:

**[Unit of General Local Government (UGLG) Name, e.g., Town of Yourville]**

**Proposed Community Development Block Grant Application**

[PLACE (include physical location and address; and/or ‘virtual’ meeting platform and access information, if applicable)]

**[DAY AND DATE]**

**[TIME]**.

The [UGLG Governing Body or Committee Name] of [UGLG Name] will conduct a public hearing regarding its proposed application for Community Development Block Grant (CDBG) [CDBG Program Name, e.g., Public Facilities (PF), Planning (PLNG), Corona Virus (CV), Public Facilities for Economic Development (PFED), etc.] program funds. The public is invited to attend to learn about the CDBG program, provide input on community development and housing needs, and comment on the activities proposed to be included in the CDBG application.

Agenda for the public hearing:

1. Identification of total potential funding available
2. Eligible CDBG activities
3. Presentation of identified community development and housing needs
4. Presentation of activities proposed for CDBG application
5. Review of any potential residential and non-residential displacement
6. Resident input regarding community development and housing needs, the proposed CDBG project, and other CDBG activities

Residents of the [UGLG Name, e.g., Town of Yourville], including residents with low and moderate incomes that may be impacted by the project, are encouraged to attend.

The meeting room is ADA accessible. [The meeting room *must* be ADA accessible *or* the UGLG *must* provide accommodations for residents requesting accommodations to attend/participate in the public hearing. If the meeting room is not accessible, include instructions for joining/participating in the public hearing through requesting accommodations.]

[Include instructions for joining the meeting via telephone and/or via online ‘virtual’ access, if available.]

Persons needing additional accommodations should contact [Municipal Clerk or Other Contact Name and Title] at telephone number [Telephone Number] (TDD: [TDD Phone Number]) or email: [Contact Email Address]. [Include instructions for non-English speaking persons or persons for which English is their second language to request assistance to access and participate in the public hearing, if deemed necessary after review of the resident demographics of the project area and service area. If the project area and/or services area has a significant population of non-English speaking persons or persons for which English is their second language, then this notice should be posted and published in that population’s primary language as well.]

*Note to Applicant:*

*Adjust formatting within this template as needed to fit the notice on one page for posting. The content within this template is required, including the meeting information, topics that must be covered, and providing and giving notice of information for accommodations for persons with disabilities; and those with language barriers (including hearing impairment; and for non-English speaking persons and those with English as a second language if deemed necessary based on the demographics of the project area and service area). Community development and housing needs must be covered in the pre-application public hearing for all CDBG projects, regardless of the focus of the applicant’s proposed project. Refer to the CDBG program application materials, DEHCR’s CDBG Citizen Participation Plan (CPP) template (among the CDBG application materials), and Chapter 6: Equal Opportunity, Fair Housing & Section 3 of the CDBG Implementation Handbook [*[*https://energyandhousing.wi.gov/Pages/AgencyResources/CDBG-Implementation-Handbook.aspx*](https://energyandhousing.wi.gov/Pages/AgencyResources/CDBG-Implementation-Handbook.aspx)*] for additional guidance and requirements for public hearings and citizen participation for the CDBG project.*

*[Delete this note when customizing this template for the applicant’s use.]*