**PUBLIC HEARING DISCUSSION CHECK LISTS**

**Application Public Hearing:**

Citizens will be provided with information concerning the CDBG program at this public hearing. Such information shall include, but not necessarily be limited to:

The goals and objectives of the CDBG program

The total amount of CDBG funds available for the fiscal year and for the funding round

The location of the project activities

The range of activities which may be undertaken (Specific project activities to be included)

The approximate cost estimate for the proposed activities

Process to be followed in developing a CDBG application

A statement that 100 percent of the CDBG funds will be used to benefit low-to-moderate income people

The schedule of meetings and hearings

The role of citizens in program planning, implementation, and assessment

Location where the application can be reviewed

Activities previously funded in the (Town/City/County) through the CDBG program

An identification of projects which could result in the relocation of area residences or businesses, and the actions that would be undertaken if such relocation were necessary

Provide citizens with contact information such as address, telephone number, and dates for submitting complaints or grievances.

The project application(s) to be submitted and the applicable CDBG fund

The impact of the project on low and moderate income persons

The approximate application submittal date

**Project Amendment Public Hearing:**

Citizens will be provided with information concerning the CDBG program at this public hearing. Such information shall include, but not necessarily be limited to:

Initial project scope and budget

Reason for amendment

The location of the project activities

The range of activities which may be undertaken (Specific project activities to be included)

The approximate cost estimate for the proposed activities

Process to be followed after public hearing

LMI statement

The role of citizens in program planning, implementation, and assessment

Activities previously, or newly proposed, funded in the (Town/City/County) through the CDBG program

Provide citizens with contact information such as address, telephone number, and dates for submitting complaints or grievances.

The impact of the project on low and moderate income persons

The approximate amendment submission date

**Project Closeout Public Hearing:**

Citizens will be provided with information concerning the CDBG program at this public hearing. Such information shall include, but not necessarily be limited to:

Initial project scope and budget

Any project amendments and change orders

Final project financials (CDBG received/expended; deobligated amount, if any; local funds, if any)

Final project accomplishments and performance (description of LF, connections, improvements, etc. and where)

The benefits of the project on low and moderate income persons (LMI statement)