

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

432



FROM: Economic Development Agency

SUBMITTAL DATE:
April 17, 2007

SUBJECT: Amendment to the Citizen Participation Plan of the 2004-2009 Five-Year Consolidated Plan

RECOMMENDED MOTION: That the Board of Supervisors approve the amendment to Section IV (A)(3) of the Citizen Participation Plan to establish the criteria for "substantial amendments" for purposes of HOME-funded projects.

BACKGROUND: The County is required by the U.S. Department of Housing and Urban Development (HUD) under 24 CFR 91.505 (b) to identify the criteria to be used in determining if a proposed action under the HOME program will be considered a substantial amendment. The amended Section IV (A)(3) establishes the funding thresholds that require substantial amendment procedures for HOME-funded projects. EDA requests that the Board approve the attached Citizen Participation Plan - Section IV (A)(3).

Pursuant to 24 CFR 91.105, the Economic Development Agency published a 30-day public notice notifying the public of the proposed amendment to the Citizen Participation Plan of the 2004-2009 Five-Year Consolidated Plan.

Departmental Concurrence

Robin Zimpfer

RZ:DL:SH:JT:jg

S:\CDB\G\CTZN\PR\TMS\Substantial Amendments\2005-07\Form 11 Amended CPP HOME.doc

Robin Zimpfer
Assistant County Executive Officer/EDA

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 0	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	N/A
	Annual Net County Cost:	\$ 0	For Fiscal Year:	N/A

COMPANION ITEM ON BOARD OF DIRECTORS AGENDA: No

SOURCE OF FUNDS: N/A

Positions To Be Deleted Per A-30	<input type="checkbox"/>
Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION: **APPROVE**

County Executive Office Signature

George S. ...

Policy
 Policy
 Consent
 Consent
 Dept Recomm.:
 Per Exec. Ofc.:

Prev. Agn. Ref.:

District: ALL

Agenda Number:

3.20

ATTACHMENT TO FORM 11
Amendment to the Citizen Participation Plan
2004-2009 Five-Year Consolidated Plan

IV. SUBSTANTIAL AMENDMENTS TO THE PLAN

A. Amendments to Consolidated Plan/One Year Action Plans

During the administration of the CDBG program, it may become necessary for the County of Riverside to amend the Five Year Consolidated Plan/One-Year Action Plans to allow for new CDBG-funded activities, modification of existing activities, and other program administrative actions.

Any proposed amendment that is considered a "substantial amendment" is subject to the Citizen Participation process, requires formal action by the Board of Supervisors, and approval by the HUD. A thirty (30) day public notice will be published to provide the opportunity for the public to review and comment on the proposed substantial amendments. The County will consider all comments or views received from the public concerning proposed substantial amendments in accordance with 24 CFR 91.105 (c)(3). A summary of these comments and views, including comments or views not accepted (and the reason why) shall be attached to the substantial amendment.

The County of Riverside is required by HUD [24 CFR 91.505 (b)] to identify the criteria to be used in determining if a proposed action will be considered a substantial amendment. The criteria are:

1. A new activity not previously listed and described in the Consolidated Plan/One-Year Action Plan;
2. A *Substantial Amendment* will exist when a proposal is made to amend the description of an existing activity in such a way that the newly described purpose, scope, location, or beneficiaries differ significantly from the original activity's purpose, scope, location, or beneficiaries; and
3. **An increase in the amount of CPD funds allocated to an existing activity when the following apply:**
 - a. an increase in funding for a CDBG public service-type activity in an amount greater than \$50,000, or a 75% increase over the current funded amount, whichever is greater;
 - b. an increase in funding for an Emergency Shelter Grant activity in an amount greater than \$50,000, or a 75% increase over current funded amount, whichever is greater; or
 - c. an increase in the funding for other activities (public facility improvements, code enforcement, acquisition, etc.) in an amount greater than \$350,000, or a 75% increase over current funded amount, whichever is greater; or
 - d. an increase in the funding for HOME eligible activity in an amount greater than \$1,000,000, or a 10% increase over the current funded amount, whichever is greater.

ATTACHMENT TO FORM 11
Amendment to the Citizen Participation Plan
2004-2009 Five-Year Consolidated Plan

Note: Any activity receiving increased CPD funding that falls under Criterion 2 above will be considered a substantial amendment and must be approved by the Board of Supervisors and HUD.

In an effort to efficiently utilize CDBG funds the County will consider the reprogramming of unspent CDBG balances from completed and cancelled CDBG-funded activities to other eligible activities. In the event that any of these "administrative" reprogramming actions fall under the "substantial amendment" criteria, the proposed actions are subject to the Citizen Participation process, requires formal action by the Board of Supervisors, and approval by the HUD.

The County will maintain and provide, for public review, a Reprogramming Action File that provides details for every reprogramming action (formal and administrative) taking place during the program year.