



December 23, 2009

To: Agencies, Citizens and City Departments
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Web Address: <http://www.cityofholland.com>
Subject: **January 5, 2010 (Tuesday) Consultation Meeting and Public Hearing @
City Hall 2nd Floor Training Room – 2nd floor - 9:30 AM to 1:00PM**

The City of Holland is holding a dual-purpose meeting to accomplish the Consolidated Planning process in a streamlined format, which combines consultation with city departments, agencies and citizens with a required public hearing that is held during the development of the Consolidated Plan. The intent is to discuss needs of the community and follow that discussion with a public hearing where thoughts and comments generated during the consultation can become a part of the public record at the hearing. *The following describes the features and time schedule of the meeting on Tuesday, January 5, 2010:*

- **9:30am - 10:15am – Discuss Consolidated Plan**
 - Review last year's CDBG and CSSA Programs.
 - Review current issues concerning CDBG and CSSA Programs.
 - Review Consolidated Plan Strategy.
 - Review CDBG and CSSA Grant Application.
 - Describe how to interact and comment on the plan to change it this year.
- **10:15am –10:30am - Break**
- **10:30am - 12:00 Noon - Consultation on needs with agencies and citizens**
 - Discuss Community Needs and Associated Costs.... this is your opportunity to make sure that the funding decision-makers have the right information on needs you are planning to address with City funding. (A form is attached to gather new or updated information.)
 - Look at the DRAFT Consolidated Plan Strategy to make sure it supports needs that exist or are emerging as we prepare for funding requests in FY2010-2011.
- **12:00 Noon – Public Hearing** to record the results of discussions and thoughts generated during the morning along with any other comments on the development of the Consolidated Plan. This hearing is a good time to address the priority values assigned by City Council last year. This format attempts to improve the quality and quantity of valuable public comment and offer citizen participation during the lunch hour.

Consolidated Planning – How to make the most out of the Consultation and Public Hearing

The City of Holland uses the Consolidated Plan Strategy (see web for last year's strategy) as the main planning tool for the use of Community Development Block Grant (CDBG) federal funds and for the use of City of Holland Community Social Services Assistance (CSSA) allocations. The following describes how to make the most of the process:

- **WHY SHOULD I ATTEND?** - Missions and activities in the Consolidated Plan Strategy are compared to needs already identified to decide if any new activities are needed that will address emerging community needs or to address major changes in the quantity or cost of needs already listed. New activities or changes are determined through the consultation and public hearing process with agencies, citizens and City departments. Attendance allows the opportunity to provide information and data to build a case for needs you plan to address with funds from the City of Holland. The information/data changes and proposed new activities are reviewed and prioritized by the funding decision-makers (City Council, and the Community Development Committee) prior to the allocation process.
- **HOW SHOULD I PREPARE FOR THE CONSULTATION/PUBLIC HEARING –**
Information you need to prepare useful feedback is now located on the City of Holland's web site at <http://www.cityofholland.com/Brix?pageID=537> (Community Development web page) where you can easily do your "homework" before the meeting. The available web information is as follows:
 1. **Consolidated Plan Strategy Participants should focus on the existing Consolidated Plan Strategy which was prioritized by City Council in January 2009.** Check out the priority assigned to activities that apply to needs you are interested in. If you do not agree with the activity language or priority assigned, or if no activity exists then you can use this meeting to recommend proposed changes.
 2. ***Review Current Consolidated Plan Five-Year Master Plan –July 1, 2005 to June 30, 2010;*** understand that we are creating a new Five Year Master Plan this year, so if you disagree with something in the current five year plan please tell us now. You can use the data and maps and other information to prepare grants and to understand where the City is going with our federal funding.
 3. ***Guidebook*** – Contains historical guidance documents that are used by the City with priority assignments provided by a previous Holland City Council indicating their collective thoughts about the role of the City in providing funding to meet those needs.
 4. ***Funding Request Form (FRP) Form*** – Use this form to apply for City of Holland funding under the CDBG and/or CSSA programs.
 5. ***Links to CDBG Regulations*** – Check out these sites if you need to have access to up-to-date regulations and other information. Find out if your request is CDBG eligible.
 6. ***Notices, Schedules and other information*** – Check these areas of web info to find out about the upcoming consultation/public hearing and other events related to the City of Holland's planning and funding process.

If you do not have Internet access, use Herrick Public Library computers to access the web. If you can't get access to the information call us @ 355-1365 and we will send you the information.

That's all for now! Happy Holidays!
See you at the meeting on January 5, 2009