



Community Development Block Grant  
Program  
**Citizen Participation Plan**

Marion County, Community  
& Economic Development  
555 Court Street NE  
Salem, OR 97301  
(503) 588-7975  
[communityservices@co.marion.or.us](mailto:communityservices@co.marion.or.us)

Approved XX/XX/2026

## **Introduction**

Marion County is an Entitlement Area that receives funding from U.S. Housing and Urban Development (HUD) Community Development Block Grant (CDBG) and Home Investment Partnerships Program (HOME) programs. Entitlements adopt a citizen participation plan that sets forth the policies and procedures for citizen participation. The citizen participation plan is required in the following circumstances:

- Development and approval of the Marion County Consolidated Plan which guides funding priorities during the term of the Consolidated Plan.
- Substantial Amendments of the Consolidated Plan.
- Development and approval of the Annual Action Plan which identifies programs and projects that will be funded with each program year's allocation of CDBG and HOME revenues.
- Substantial Amendments to the Annual Action Plan.
- Development and approval of the Consolidated Annual Performance and Evaluation Report (CAPER).
- Amendments to the Citizen Participation Plan.
- Updates and amendments to the Analysis of Impediments to Fair Housing Choice (AI)/Fair Housing Plan.
- Environmental Reviews as required by the program.

A minimum of two public hearings will be held throughout the year to obtain residents' views and respond to questions. If there are any written complaints about the plan or revisions to the plan, a written response will be issued within 15 working days where practicable.

## **Requirements**

To obtain input from community members regarding the above-mentioned components of the CDBG and HOME programs, input will be sought from the following:

- Local non-profits, community-based organizations, Continuums of Care, philanthropic organizations, faith-based organizations, neighborhood groups, school districts, municipalities, and local communities.
- Local public housing agencies, including resident advisory boards, resident councils, resident management corporations and residents of public or assisted housing.

All communication will consider potential language barriers, and potential barriers experienced by persons with disabilities and take reasonable action to address these issues. Essential printed materials will be produced in English and Spanish by default. Marion County's CDBG and HOME Programs utilize U.S. Census data and other local jurisdiction's four-factor analysis to determine thresholds for identifying where translation of notices and other vital documents would be the default for a particular language. Languages not included in the default list for translation and alternative communication formats will be addressed on a case-by-case basis.

Communication channels will be as comprehensive as feasible to reach the broadest audience possible. Considerations of channels, methods, and style will take the audience into consideration.

Opportunities to participate and provide public comment will be reasonable in both length of time, and acceptable formats to provide input. Comment and input will be accepted in written form, email, online input, and by means of survey responses.

### **Public Notice and Comment Periods**

Public Notices will be published in English and Spanish in an online or print publication with broad circulation or availability throughout the entire county. Any Consolidated Plan or Action Plan notice will include the amount of assistance the county expects to receive. Detailed content relating to the Public Notice will also be posted on the program's webpage.

A minimum period of 30 calendar days will be provided for public comment prior to adoption of the items listed below:

- ***Consolidated Plan Development and Adoption/First Year Annual Action Plan***
- ***Consolidated Plan Substantial Amendment***
- ***Annual Action Plan Development and Adoption***
- ***Annual Action Plan Substantial Amendment***
- ***Citizen Participation Plan***
- ***Citizen Participation Plan Amendment***

A minimum period of 15 calendar days will be provided for public comment prior to adoption of the items listed below:

- ***CAPER Approval***
- ***Environmental Review Findings***

### **Anti-Displacement & Relocation Assistance**

The program will seek to avoid involuntary displacement of any resident while completing a project. However, anyone involuntarily displaced will be assisted as required under the Uniform Relocation Act, as per 24 CFR part 983.7, 49 CFR part 24.

## **Amendments**

Amendments to the Consolidated Plan or Annual Action may take place if there is a change in allocation priorities, method of distribution of funds (including program income), to carry out an activity that was not specifically mentioned, to change the purpose, scope, location or beneficiaries of an activity or change the use of funds from one eligible activity to another.

### **Substantial Amendment Definition**

A change shall be considered a substantial amendment if the following occurs:

- Addition or deletion of an entire project.
- Change to a project that results in a funding increase or decrease that is greater than 25% of that year's total annual allocation.

DRAFT