

**CONSOLIDATED PLAN OF THE CITY OF TAMPA
PROGRAM YEARS 2002 – 2006 (Fiscal Years 2003-2007)
FOR HOUSING AND COMMUNITY DEVELOPMENT PROGRAMS
INCLUDING ACTION PLAN FOR PROGRAM YEAR 2002 (FISCAL YEAR 2003)**

I. GENERAL

A. Lead Agency

The Lead Office for the development, coordination and submission of the City of Tampa's Consolidated Plan is the City's Budget Office. The Grants Administrator for the various HUD grants described in the plan is James Stefan, Budget Officer, City of Tampa, 306 E. Jackson Street, Tampa, Florida, 33602, telephone (813) 274-8111. However, the Housing and Community Development Division is the major contributor for the City's Housing Programs as well as HOME, HOPWA and ESGP.

B. Required Consultations

See page 13 for the report on Required Consultations.

C. Summary of Citizen Participation Process, Public Comments, and Efforts Made to Broaden Public Participation

a. Citizen Participation for Community Development Block Grant (CDBG); HOME Investment Partnership Program; Housing Opportunities for Persons with AIDS (HOPWA); and Emergency Shelter Grant Program (ESGP).

1. GENERAL

In keeping with previously established procedures, the City of Tampa continues to provide citizens with adequate opportunities and encourages their participation in the development of the Consolidated Plan and Action Plan, substantial Amendments, and evaluation of the Housing and Community Development Programs (the Programs). These programs include, but are not limited to the Community Development Block Grant (CDBG), which includes loan guarantees; HOME Investment Partnerships Program; Housing Opportunities For Persons With AIDS (HOPWA); and Emergency Shelter Grants Program (ESGP). Persons of low-and moderate-income; who are residents of slum and blighted areas; public housing; and in areas which funds are proposed to be used, are emphasized. The City encourages input by various measures including the provision of substantial and timely information to citizens through its outreach mechanism, public hearings and other scheduled and promulgated public meetings. These measures provide citizens with opportunities to establish their points of view, to make input on citizen needs, and to encourage citizen comments on the performance the Programs. It is within both the scope of responsibility and authority of the City of Tampa to develop a Consolidated Plan and Action Plan application and implement/execute the Programs after having provided citizens with ample opportunity for input into all related processes and procedures.

In keeping with both the spirit and intent of the Programs' regulations issued by the U.S. Department of Housing and Urban Development (HUD), the City of Tampa prepared and promulgated a written Citizen Participation Plan. The City may revise the plan as may be required by HUD regulations. The Citizen Participation Plan provides procedures whereby citizen participation opportunities are assured to be an integral part of the

Programs, beginning with the preparation of the Housing and Community Development Proposed Consolidated Plan (Proposed Plan) and continuing through the review of the Programs performance.

This Plan, as amended, took effect immediately upon approval of the Citizens Advisory Committee and has remained in effect until all of the Programs' activities are completed, or until the Plan is superseded. The City of Tampa's Citizen Participation Plan is available to HUD for its review and inspection upon request; and to the public at the following locations in Tampa;

City of Tampa

- Budget Office, 306 E. Jackson St., 8th Floor E.
- Office of Community Affairs, 306 E. Jackson St., 8th Floor N.
- Human Rights and Community Services, 102 E. 7th Ave
- Housing and Community Development Division, 2105 N. Nebraska Ave

Hillsborough County

- Lee Davis Neighborhood Service Center, 3402 N. 22nd St.
- West Tampa Neighborhood Service Center, 2103 N. Rome Ave.

Tampa-Hillsborough County Public Library System

- Main Library, 900 N. Ashley St.
- North Tampa Library, 8916 N. Boulevard
- Peninsular Library, 3909 W. Neptune Dr.
- West Tampa Library, 1718 N. Howard Ave.
- Ybor City Library, 1505 N. Nebraska Ave.
- College Hill Library, 2607 E. Dr. Martin Luther King, Jr. Blvd.

This Citizen Participation Plan is accessible to persons with disabilities, upon request to the Budget Office.

The City of Tampa has a Local Displacement Policy, which addresses the displacement of persons. This Policy is available at the Tampa-Hillsborough County Public Library System, 900 N. Ashley Street, Tampa, Florida 33602 and the City Clerk's Office, City Hall, Third Floor, 315 East Kennedy Boulevard, Tampa, Florida, 33602, where the general public during regular business hours may examine it.

2. STANDARDS OF PARTICIPATION

The City of Tampa's citizen participation process provides for citizen input at the community-wide level. The structure implemented to effect such participation is detailed below.

The census tracts that comprise the Community Development (CD) eligible areas of the City are diffusely located throughout the City. The City has a block club structure with groups that are geographically linked. There are nine (9) such block clubs each with an elected chairman and co-chairman representing the area residents.

In order to assure the community-wide nature of citizen participation, a task force comprised of the chairman and co-chairman of each block club (a total of eighteen individuals) constitute a Community-wide Citizens Advisory Committee. This Citizen Advisory Committee functions through the City of Tampa's Human Rights and Community Services division. This division assists them in scheduling meetings and formulating agendas.

The Advisory Committee seeks input of community needs from neighborhoods throughout their Block Club area as well as individual citizens. It is then the responsibility of these eighteen individuals to meet on a regularly scheduled basis and to discuss the various needs of the residents they represent. These needs are prioritized and then discussed with City Council and City officials for consideration and possible implementation. The Advisory Committee is allowed an opportunity to review City departments recommendations and meet with City operating departments to hear about programs and processes.

Both at the community-wide level and at the neighborhood or block club level, the City of Tampa's citizen participation structure affords accomplishment of the following activities:

1. The conduct of open meetings with free access by all citizens;
2. The assurance of participation by low- and moderate-income persons, members of minority groups, the elderly, persons with disabilities, non-English speaking persons, and any other persons affected by the Programs;
3. The provision of continuity of participation throughout various stages of the Programs from the development of the Proposed Plan through the review of program performance. Schedule of activities and the provision of citizen representation on specific subcommittees are described in Appendix II.

The City provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages in the development of the community needs, and may include the review of proposed activities, substantial amendments, and program performance. Hearings are held after adequate notice, at times and locations convenient to potential or actual participants, and with accommodations for those with disabilities and non-English speaking residents.

3. SUBMISSION OF VIEWS AND PROPOSALS

The City of Tampa continues to encourage and solicit input from citizens in the identification of needs and review of proposed activities for funding in the Programs. Such requests for citizen input shall be formalized through the existing block club structure at the neighborhood level; through the functioning of the Citizens Advisory Committee at the community-wide level; and through the provision of public hearings.

When citizen recommendations and/or project proposals cannot be recommended for inclusion in the Proposed Plan for reasons of ineligibility or otherwise, such recommendations/proposals shall receive concurrent consideration for funding as part of the City's overall planning and budgeting process and cycle for the coming fiscal year. This is possible since the City's Community Development process and funding cycle coincides with the City's regular annual planning and budget cycle for the next fiscal year.

Included as Appendix I is a replication of the City's Community Needs and Recommendations for Fiscal Year 2002-2003. This is derived from the City's process outlined in the Citizen Participation Plan. This method of seeking citizen's input has been successful in that not only are requests fulfilled using HUD grant funding but other City sources as well.

4. COMPLAINTS

All written complaints received from citizens shall be responded to in writing in a timely, substantive fashion (i.e., within fifteen working days of the date of receipt of the complaint where practicable).

In addition, all routine maintenance and/or operational complaints received shall be forwarded to the City's Neighborhood Liaison for action. This unit shall administratively process such complaints and forward each to the department responsible for response to each situation.