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| **SAMPLE**  *(Print on Municipal Letterhead or Plain Sheet – Remove DEHCR header/footer notes and “Sample” Language above)* |

PUBLIC HEARING NOTICE

[Unit of General Local Government (UGLG) Name, e.g., Town of Yourville]

[PLACE (include physical location and address; and/or ‘virtual’ meeting platform and access information, if applicable)]

[DAY AND DATE]

[TIME].

The [UGLG Governing Body or Committee Name] of [UGLG Name] will conduct a public hearing regarding its proposed application for Community Development Block Grant [CDBG Program Name, e.g., Public Facilities (CDBG-PF), Planning (CDBG-PLNG), etc.] Program funds. The public is invited to attend to learn about the CDBG program, to help identify additional community development needs, and to comment on the activities proposed to be included in the CDBG application.

The agenda for the public hearing is:

1. Identification of total potential funds
2. Eligible CDBG activities
3. Presentation of identified community development needs
4. Identification of any community development needs by public
5. Presentation of activities proposed for CDBG application, including potential residential displacement.
6. Citizen input regarding proposed and other CDBG activities

Residents of the of [UGLG Name] are encouraged to attend, especially residents with low to moderate incomes.

The meeting room is handicapped accessible. [Include instructions for joining the ‘virtual’ meeting, if applicable. ]

Persons needing additional accommodations should contact [Municipal Clerk or Other Contact Name and Title] at telephone number [Telephone Number] (TDD: [TDD Phone Number]) or email: [Contact Email Address].