

**RESOLUTION 6 OF 2023
CDBG-MIT CORE DOCUMENT RESOLUTION**

WHEREAS, the Town of Haughton has been afforded the opportunity to participate in the Louisiana Community Development Block Grant (LCDBG) Program, Louisiana Watershed Initiative Program (CDBG-MIT) Grant Program administered by the Division of Administration for **Foxskin Bayou**; and,

WHEREAS, it is necessary under the program regulations to authorize certain actions and individuals to perform certain designated functions by the State.

NOW THEREFORE BE IT RESOLVED, that the Town of Haughton as legal recipient of the LCDBG-MIT funds does hereby authorize the following actions:

**SECTION I
EQUAL OPPORTUNITY**

WHEREAS, equal opportunity regulations of the LCDBG program require the appointment by the recipient of an Equal Opportunity Officer (EEO Officer) to have the responsibility for maintaining all pertinent EEO files, submitting on a timely basis all reports, answer all related correspondence and monitor all EEO areas;

NOW THEREFORE BE IT RESOLVED, by the Town of Haughton that Misty Pee, Clerk, is hereby appointed as EEO Officer for the life of the LCDBG program and as such is charged to faithfully execute all duties and responsibilities herein described.

**SECTION II
SECTION 504 POLICY STATEMENT FOR COMMUNICATIONS**

WHEREAS, the State requires Grantees to ensure that qualified handicapped persons, including those with impaired sensory skills, receive effective notice and are provided without cost to the person being served.

NOW THEREFORE BE IT RESOLVED, that the Town of Haughton adopts the attached Section 504 Policy Statement for Communicating with Sensory Impaired Persons and appoints Misty Pee, Clerk, as its Coordinator.

**SECTION III
SECTION 3 COMPLIANCE**

WHEREAS, the LCDBG program requires that all grant recipients establish and adopt by resolution a Section 3 Plan and appoint a Section 3 Coordinator and certification procedures.

NOW THEREFORE BE IT RESOLVED, that the Town of Haughton adopts a Section 3 Plan and appoints Misty Pee, Clerk, as its Coordinator.

**SECTION IV
RESIDENTIAL ANTI DISPLACEMENT**

WHEREAS, the LCDBG Program requires that all grant recipients adopt by resolution a Residential Anti - Displacement and Relocation Assistance Plan,

THEREFORE BE IT RESOLVED, that the Town of Haughton hereby adopts the attached Residential Anti-Displacement and Relocation Assistance Plan and appoints Misty Pee, Clerk, as its Coordinator.

SECTION V
CITIZEN PARTICIPATION

WHEREAS, the Program requires Grantees to establish procedures to ensure adequate citizen participation with the program.

THEREFORE BE IT RESOLVED, that the Town of Haughton hereby adopts the attached Citizen Participation Plan and appoints Misty Pee, Clerk, as its Coordinator.

SECTION VI
CONTRACT ADMINISTRATION

WHEREAS, the Program requires Grantees to create and maintain records for procurement/contracts in accordance with the requirements of the U.S Department of Housing and Urban Development and the State of Louisiana.

THEREFORE BE IT RESOLVED, that the Town of Haughton hereby adopts the attached Contract Administration Policy and appoints Misty Pee, Clerk, as its Coordinator.

SECTION VII
DUPLICATION OF BENEFITS

WHEREAS, the Program requires Grantees to ensure that no, "person, business concern or other entity" will receive duplicative assistance.

THEREFORE BE IT RESOLVED, that the Town of Haughton hereby adopts the attached Duplication of Benefits Policy and appoints Misty Pee, Clerk, as its Coordinator.

SECTION VIII
FAIR HOUSING

WHEREAS, the Program requires Grantees to provide, within constitutional limitations, for fair housing throughout the Grantee's jurisdiction.

THEREFORE BE IT RESOLVED, that the Town of Haughton hereby adopts the attached Fair Housing Policy and appoints Misty Pee, Clerk, as its Coordinator.

SECTION IX
LANGUAGE ACCESS PLAN

WHEREAS, as part of its Citizen Participation Plan to reach out and inform its citizens, the Town of Haughton has developed a language access plan to inform its citizens who may not understand or speak English.

THEREFORE BE IT RESOLVED, that the Town of Haughton hereby adopts the attached Language Access Plan and appoints Misty Pee, Clerk, as its Coordinator.

SECTION X MONIROTING PLAN

WHEREAS, the Program requires Grantees to establish objectives and procedures to monitor the compliance requirements during implementation of the program.

THEREFORE BE IT RESOLVED, that the Town of Haughton hereby adopts the attached Monitoring Plan and appoints Misty Pee, Clerk, as its Coordinator.

SECTION XI PROCUREMENT POLICY

WHEREAS, the Program requires Grantees to establish guidelines for the procurement of supplies, equipment, construction services and professional services for the Program in accordance with 2 CFR 200.318-327 and state requirements.

THEREFORE BE IT RESOLVED, that the Town of Haughton hereby adopts the attached Procurement Policy and appoints Misty Pee, Clerk, as its Coordinator.

SECTION XII RECORDS MANAGEMENT

WHERRAS, the Program requires Grantees to establish a policy for full and accurate records of the activities related to the Program in accordance with the requirements of the U.S Department of Housing and Urban Development and the State of Louisiana, Office of Community Development.

THEREFORE BE IT RESOLVED, that the Town of Haughton hereby adopts the attached Records Management Policy and appoints Misty Pee, Clerk, as its Coordinator.

SECTION XIII SECTION 504 GRIEVANCE PROCEDURE

WHEREAS, the LCDBG Program requires that all grant recipients adopt by resolution an internal grievance procedure providing for prompt and equitable resolution of complaints alleging any action prohibited by the regulation of the U. S. Department of Housing and Urban Development, 24 CFR Part 8, implementing Section 504 of the Rehabilitation Act of 1973, as amended (Public Law 93-112); and

WHEREAS, Section 504 states, in part: "No otherwise qualified handicapped individual ... shall, solely by reason of his handicap be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."

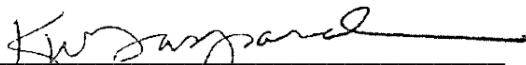
NOW, THEREFORE BE IT RESOLVED that the Town of Haughton hereby adopts the attached Section 504 Grievance Procedure and appoints Misty Pee, Clerk, as its Coordinator.

Passed and adopted by the Town of Haughton on this 9th day May, 2023, by the following votes:

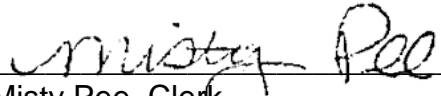
YEAS: 5
NAYS: 0
ABSTAINED: 0
ABSENT: 0

I, Misty Pee, Clerk, do hereby certify that the above is a true and correct copy of the RESOLUTION duly passed and adopted by the Town of Haughton, State of Louisiana, on the 9th day May, 2023.

ATTEST:



Kim Gaspard, Mayor



Misty Pee, Clerk