



BOBBY JINDAL  
GOVERNOR

KRISTY H. NICHOLS  
COMMISSIONER OF ADMINISTRATION

State of Louisiana  
Division of Administration  
Office of Community Development

MEMORANDUM

**TO:** Potential LCDBG Applicants  
Administrative Consulting Firms  
Engineering and Architectural Firms

**FROM:** Carol M. Newton, Director  
Louisiana Community Development Block Grant (LCDBG) Program

**DATE:** June 2, 2015

**SUBJECT:** FY 2016 – FY 2017 LCDBG Public Facilities Application Workshops

The Office of Community Development (OCD) will be hosting the following two Louisiana Community Development Block Grant (LCDBG) Program application workshops. It is only necessary to attend one of the workshops, as the same information will be distributed at both. Local governments are encouraged, but NOT required to attend.

June 22, 2015  
Claiborne Building  
1201 North 3<sup>rd</sup> Street  
Thomas Jefferson Room, 136  
Baton Rouge, LA

June 24, 2013  
Pineville City Hall  
City Council Meeting Room  
910 Main Street  
Pineville, LA

The purpose of each workshop is to provide and discuss the application forms and instructions that will be utilized to apply for FY 2016 - FY 2017 LCDBG funds. An overview of the rules governing the selection of recipients of LCDBG funds which will be established in the Proposed FY 2016 Consolidated Annual Action Plan will also be presented. A memorandum from OCD was mailed in February authorizing local governments to begin citizen participation and procurement procedures for the FY 2016 – FY 2017 funding cycle. Local governments should have begun these procedures by this time.

Potential applicants may attend the meeting site that is most convenient. Registration for both workshops will begin at 9:00 a.m. with the workshop beginning at 9:30 a.m. and ending at approximately 4:00 p.m. A draft agenda for the workshops is attached.

Both facilities are accessible to persons with disabilities. If, however, special accommodations are required, please notify OCD prior to June 15, 2015.

The application package will be available on the OCD's website at [www.doa.louisiana.gov/cdbg/cdbghome.htm](http://www.doa.louisiana.gov/cdbg/cdbghome.htm) beginning June 18, 2015. Printed copies will **not** be provided.

FY 2016/2017 LCDBG APPLICATION WORKSHOP  
June 22, 2015 and June 24, 2015  
9:30 AM – 4:00 PM

AGENDA

**MORNING SESSION**

**9:30 AM – 12:00 PM**

WELCOME

CAROL NEWTON

OVERVIEW OF GENERAL INFORMATION,  
PROCUREMENT, AND GENERAL FORMS

CAROL NEWTON

PUBLIC FACILITIES

TRACI WATTS

**15 MINUTE BREAK**

PUBLIC FACILITIES

TRACI WATTS  
JEFF TESSIER

**BREAK FOR LUNCH ON YOUR OWN**

**12:00 PM – 1:30 PM**

**AFTERNOON SESSION**

**1:30 PM – 4:00 PM**

USING CENSUS DATA/HOUSEHOLD SURVEYS

TRACI WATTS