MEMORANDUM

TO: FY 2021 LCDBG RECIPIENTS

FROM: TRACI M. WATTS, DIRECTOR
LOUISIANA COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

SUBJECT: FY 2021 CDBG-CV LOVE LOUISIANA OUTDOORS PROGRAM GRANTEE WORKSHOP

DATE: July 27, 2022

Congratulations on being selected as a FY 2021 CDBG-CV Love Louisiana Outdoors (LLO) Program Grant recipient! In order to provide you with the information necessary to begin implementation of your program, all grantees are required to attend an orientation workshop scheduled for August 5, 2022, in the Claiborne Building, First Floor, Room 1-136 A&B, 1201 North Third Street, Baton Rouge, LA 70802. The Chief Elected Official, Town Clerk, or Parish Administrator are required to attend. A consultant and/or engineer cannot represent a grantee at the workshop. The Authorization to Incur Costs, Application Revisions, and Grant Agreement Transmittal letter will be distributed at the conclusion of the workshop to the grantee representative.

The FY 2021 Grantee Handbook is available on our website, [https://www.doa.la.gov/doa/ocd-lga/](https://www.doa.la.gov/doa/ocd-lga/). A printed copy will not be provided. Although Wi-Fi will be available, we suggest that attendees save a copy to a device or print a copy prior to the workshop. There are also documents on our website specific to the CDBG-CV LLO Program that you should review. You should notify your consultant and/or engineer if you have completed the procurement and hiring process so they can attend this workshop. Pre-registration for the workshop is required by all persons attending. The attached form should be completed and returned to Kristie Galy at kristie.galy2@la.gov.

Attendees can check in on August 5, 2022 beginning at 9:00 a.m. The program will begin promptly at 9:30 a.m. A break for lunch is scheduled from 11:30 a.m. to 1:15 p.m. The afternoon session will begin at 1:15 p.m. and conclude at 3:30 p.m.

Should you require special meeting accommodations, please notify the Office of Community Development prior to August 3, 2022. We look forward to seeing you at the workshop. If you need assistance or have any questions, you may contact Kristie Galy at 225-342-2800.
FY 2021 CDBG-CV LLO Grantee Workshop Registration

Friday, August 5, 2022 9:00 a.m. until 3:30 p.m.

Please complete this registration form for your local government and return to Kristie Galy at Kristie.galy2@la.gov by August 4, 2022. You will receive a confirmation email from Kristie Galy indicating receipt of your registration form.

Please identify name, position (for grantees, registrants must be a Chief Elected Official, Town Clerk or Parish Administrator), email address, and phone number for any others attending on behalf of the local government. Continue on additional page if necessary.

Name: ____________________________________________

Title: ____________________________________________

Email Address: __________________________________

Phone: _________________________________________

Name: __________________________________________

Title: __________________________________________

Email Address: __________________________________

Phone: _________________________________________

Name: __________________________________________

Title: __________________________________________

Email Address: __________________________________

Phone: _________________________________________