

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
FINANCIAL ASSISTANCE DIVISION**

1800 Third Street, Suite 390
P. O. Box 952054
Sacramento, CA 94252-2054
(916) 322-1560
FAX (916) 323-6016

**CDBG****Community Development Block Grant Program****MANAGEMENT MEMORANDUM****Memorandum Number 05-11****TO: Eligible Jurisdictions and Interested Parties****DATE: September 12, 2005****SUBJECT: Disaster Recovery Initiative 2005 Application Release and Scheduled Workshops****Purpose of this Memo:**

This memorandum is to inform all eligible jurisdictions and interested parties of the State CDBG Program's release of the 2005 Disaster Recovery Initiative (DRI) application and the scheduling of application workshops. The DRI NOFA was released on August 22, 2005 and the application is being made available as soon as possible after the NOFA's release.

Obtaining Copies of the 2005 DRI Application:

As with the release of the NOFA, the DRI application will be available on the CDBG Program's web site at www.hcd.ca.gov/ca/cdbg/funds. If you requested a copy of the application via e-mail then an electronic copy will be sent to you. If you requested a hard copy of the application then it will be sent as soon as possible. Copies of the application will also be available at the application training workshops. State CDBG staff will be conducting application preparation workshops in each of the three disaster areas. Staff will be available before and after the workshops, and by phone anytime prior to application submittal, to talk about specific funding proposals.

Workshop contents:

These workshops provide information to eligible jurisdictions and interested parties about the availability of funds, program changes, and how to prepare and complete an application.

Who should attend?

These workshops are important to any jurisdiction intending to submit a DRI application on or before the November 18, 2005 deadline. Jurisdictions and interested parties should plan to attend a workshop in their area. **Travel to these workshops is an allowable CDBG expense under general administration of existing grants or allocations.** CDBG Field Representatives will be available for consultation at the workshops.

Dates and Location:

CDBG staff will present three application workshops, one in each disaster area. See the list of locations and dates for the workshops. The same application preparation material will be presented at all three workshops, so if an applicant for the earth quake disaster wants to attend the training in Riverside then that would be appropriate.

2005 DRI Application Workshop Schedule

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|------------------------------|--|
| Thursday, September 22, 2005 | <u>Stockton: For Flood Disaster (FEMA-1529-DR)</u>
County of San Joaquin
222 E. Weber Avenue, Courthouse, Room 610
Stockton, CA |
| Friday, September 23, 2005 | <u>Morro Bay: For Earth Quake Disaster (FEMA- 1505-DR)</u>
Veterans Hall
209 Surf Street
Morro Bay, CA |
| Monday, September 26, 2005 | <u>Riverside: For Fire Disaster (FEMA-1498-DR)</u>
HCD Division of Codes and Standards Office
3737 Main Street, Ste. 400
Riverside, CA |

For further information:

Contact the CDBG Administrative Assistant at (916) 552-9398 or Patrick Talbott at the number above. If for some reason an applicant's staff is not able to attend one of these workshops, then State staff will be available via a conference call to review application materials and give technical assistance.

PROGRAM AGENDA

- 10:00 a.m. Registration
- 10:30 a.m. Introductions, Overview
- 10:45 a.m. The Application Process and Thresholds
- 11:45 a.m. *Break for Lunch*
- 1:15 p.m. Preparation of a competitive Application
- 2:15 p.m. Questions, Complete Workshop Evaluation