

OFFICE OF THE GOVERNOR



ALABAMA DEPARTMENT OF ECONOMIC
AND COMMUNITY AFFAIRS

ROBERT BENTLEY
GOVERNOR

JIM BYARD, JR.
DIRECTOR

STATE OF ALABAMA

January 22, 2013

MEMORANDUM

TO: All Interested Parties

FROM: Jim Byard, Jr. *JPS*
Director

RE: FY2013 CDBG Application Workshop

The FY2013 CDBG Application Workshop will be held at the Renaissance Mobile Riverview Plaza Hotel, 64 South Water Street, in Mobile on Wednesday and Thursday, February 13 and 14, 2013.

The CDBG Application Workshop will begin at 1:00 p.m., Wednesday, February 13, and conclude at noon, Thursday February 14.

All persons attending the workshop should pre-register with ADECA by calling Teresa Nobles at (334) 242-0492 or emailing at Teresa.nobles@adeca.alabama.gov by close of business February 6, 2013. On-sight registration for the CDBG Workshop will begin at 11:00 a.m., Wednesday, February 13.

Hotel room reservations may be secured by calling the Riverview Plaza at 1-800-922-3298 and asking for the CDBG Application Workshop group room block. Room reservations must be made on or before Monday, February 1, 2013 at the group rate of \$94 (plus 14% state and local taxes). Please see the attached notes for Tuesday or Thursday night stays.

The workshop will be accessible to all persons. If you have a disability that might require special services, materials, or assistance, please notify Teresa when pre-registering.

JB:SAO:tmn

Special notes regarding the hotel: If you would like to attend the Fat Tuesday Mardi Gras events, the rate will be available for Tuesday night. Some rooms may be available for early check-in. All guests arriving Tuesday night are asked to use the Water Street entrance of the parking garage. Please inform the attendant that you are a hotel guest and give your confirmation number. The hotel will also hold the rate for guests wishing to stay Thursday night for Valentine's Day, as well.