

OFFICE OF THE GOVERNOR

**KAY IVEY**  
GOVERNOR



ALABAMA DEPARTMENT OF ECONOMIC  
AND COMMUNITY AFFAIRS

**KENNETH W. BOSWELL**  
DIRECTOR

**STATE OF ALABAMA**

March 16, 2020

MEMORANDUM

TO: All Interested Parties

A handwritten signature in black ink, appearing to read "K.W. Boswell", written over a light blue horizontal line.

FROM: Kenneth W. Boswell  
Director

SUBJECT: ADECA's Community Development Block Grant Program  
Emergency Operations Plan

Pursuant to Governor Kay Ivey's March 15, 2020 instructions concerning the continually-changing circumstances occurring due to the ongoing coronavirus/ COVID-19 health situation, ADECA and its CED Division have developed the following Emergency Plan of Operations for the CDBG Program. Effective as of Monday, March 16, 2020, the following plan is in place until further notice:

1. The current grant closeout deadline of March 31, 2020 at the close of business (5:00 p.m.) for open CDBG grants has been suspended. The new grant closeout deadline for open CDBG grants is June 1, 2020 at the close of business (5:00 p.m.). If your community is planning on closing out an open CDBG grant in order to be eligible to apply for grant funds in the PY2020 CDBG grant cycle, please have all required grant closeout documentation submitted to ADECA's CED Division by 5:00 p.m. on June 1, 2020 at the ADECA CED Division's Office in Room 500 of the Alabama Center for Commerce Building located at 401 Adams Avenue, Montgomery, Alabama 36130.
2. The current PY2020 CDBG grant application submission deadline of June 12, 2020 at 12:00 noon has been suspended. The new PY2020 CDBG grant application submission deadline is July 10, 2020 at 12:00 noon. If your community is planning on submitting a grant application for the PY2020 CDBG funds, please have your grant application submitted to ADECA's CED Division by 12:00 noon on July 10, 2020 at the ADECA CED Division's Office in Room 500 of the Alabama Center for Commerce Building located at 401 Adams Avenue, Montgomery, Alabama 36130.
3. All CDBG grant monitoring visits that have been scheduled and that will involve a gathering of people in one location (such as a city hall) are hereby suspended. The CED Division's CDBG grant program staff will be in contact with you at a later date concerning additional information on rescheduling such monitoring visits.

If you have questions concerning this matter, then please call Shabbir Olia at 334-242-5468

KWB:SAO:KAR