


Office of Community Development
State of Louisiana
Division of Administration

JEFF LANDRY
GOVERNOR



TAYLOR F. BARRAS
COMMISSIONER OF ADMINISTRATION

MEMORANDUM

TO: Interested Persons
FROM:  Traci Watts, Director
Office of Community Development-Local Government Assistance
DATE: October 29, 2024
SUBJECT: Training Opportunity

In an effort to providing technical assistance to interested persons regarding federal procurement requirements, the Office of Community Development – Local Government Assistance (OCD-LGA) is conducting a two (2) day workshop.

The workshop will be held at the Louisiana Housing Corporation, 2415 Quail Drive, Baton Rouge, LA 70808 on November 19-20, 2024. Attendees can check in at 9:00 a.m. The program will begin each day promptly at 9:30 a.m. and conclude at 3:30 p.m. Registration is required to attend the training. There is space available for fifty (50) registrants. In order to register, the attached form must be completed and submitted to Temika Sullivan at Temika.Sullivan3@la.gov.

If you have any questions, please contact me at traci.watts@la.gov or 225-342-7412.

LCDBG Training Registration

Federal Procurement Requirements November 19-20, 2024

Please complete this registration form and return to Temika Sullivan at
Temika.Sullivan3@la.gov. You will receive a confirmation email regarding your
registration.

Name: _____

Entity: _____

Email Address: _____

Phone Number: _____

Do you require special accommodations? _____ Yes _____ No