

Department for Local Government



CDBG Administrator Certification Training

**Capital Plaza Hotel – Frankfort, KY
October 22 – 25, 2013**

Kentucky's Community Development Block Grant (CDBG) Administrator Training is a **free** training in which DLG provides future administrators with a strong foundation in the rules and requirements of administering a CDBG grant. The training is based on the CDBG Handbook (provided at the training session) and covers:

- Project Administration & Financial Management Responsibilities
- Environmental Review Requirements
- Program Income and Revolving Funds
- Procurement and Contracting
- Labor Standards and Construction Management
- Acquisition and Relocation Requirements
- Fair Housing and Equal Opportunity Regulations
- Documentation that National Objectives are being met
- Amendments, Monitoring and Other Requirements
- Project Close-Out

Anyone interested in receiving certification to manage CDBG grants must attend this training. Grantees receiving CDBG funds must demonstrate that a certified administrator will be utilized for grant administration.

You may contact **Jessica Hill** at **(502) 573-2382** or **jessicam.hill@ky.gov** with questions. Individuals using TTY/TDD machines may access DLG at (800) 648-6056.

DISCLAIMER

The Department for Local Government does not discriminate on the basis of race, color, national origin, sex, age, religion, familial status, or disability, and provides, upon request, reasonable accommodation including auxiliary aids and services necessary to afford an individual with a disability an equal opportunity to participate in all services, programs, and activities.

Registration Form

Community Development Block Grant Administrator Certification Training

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Name	
Title	
Organization	
Address	
City	
State	
Zip	
Phone	
Fax	
E-mail Address	

Which of the following best describes your organization?

- private, for profit company local government agency
 non-profit organization area development district
 other _____

E-MAIL TO:
Jessicam.hill@ky.gov

MAIL TO:
Dept. for Local Government
Office of Federal Grants
Attn: Jessica Hill
1024 Capital Center Drive, Ste. 340
Frankfort, KY 40601

FAX TO:
(502) 573-1519

- ❖ You must register by e-mail or fax in order to attend the training. **No telephone registrations will be accepted.**
- ❖ Registration forms must be turned in by **Tuesday, October 8, 2013.**
- ❖ One form must be submitted for each individual wishing to attend the training.

**If you have any questions, please contact Jessica Hill
at (502) 573-2382 or TTY/TTD (800) 648-6056.**