

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF FINANCIAL ASSISTANCE****Community Development Block Grant (CDBG) Program**

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July 6, 2015

Ms. Pamela Knorr
Interim Chief Administrative Officer
County of El Dorado
330 Fair Lane
Placerville, CA 95667-4197

SUBJECT: Standard Agreement 13-CDBG-8935
Microenterprise Technical Assistance Program Guidelines and
clearance of General Conditions and approval to Incur Costs

Dear Ms. Pamela Knorr:

The Department of Housing and Community Development (Department) has received the County of El Dorado's (County) Microenterprise Technical Assistance Program Guidelines (Guidelines) and the request to clear the General Condition's for the *Microenterprise Assistance Program*.


The Guidelines have been reviewed and are in substantial compliance with Department standards for funding this activity. The Department approves these Guidelines and the clearance of General Conditions and Authorization to Incur Costs, as of the date of this letter.

All CDBG Microenterprise Technical Assistance programs must be in compliance with these Guidelines and Department's current Grant Management Manual, Microenterprise Chapter. Additionally, prior to expending CDBG funds on a Microenterprise Technical Assistance program, the Department must issue an approval through an executed *Project Certification Form and Set-Up report*.

Note: *No activity delivery costs are available for this program until at least one project is funded.*

If you have any questions or I can be of assistance, please contact me at (916) 263-1097 or e-mail at terri.wright@hcd.ca.gov.

Sincerely,


Janet Haynes
CDBG Contracts Manager

Cc: CJ Freeland