

## Housing Administrative Services

435 South D Street  
Oxnard, California 93030  
(805) 385-8041  
Fax (805) 385-7969



May 26, 2015

Dear Applicant:

**Subject: FY 2015-16 Annual Action Plan – Community Development Block Grant**

On behalf of the Grants Management Division, I am delighted to inform you that the CDBG application that your organization submitted was conditionally awarded and selected for funding under the Fiscal Year (FY) 2015-16, Community Development Block Grant (CDBG).

Before awarded funds (Attachment 1) are available for use, a sub-recipient agreement (Attachment 2) must be fully executed. Additionally, all CDBG awardees listed on the adopted FY 2015-16 Annual Action Plan must attend the Sub-Recipient Training Workshop:

**June 4, 2015**  
**Housing Department, Large Conference Room**  
**435 South D Street, Oxnard, CA 93030**  
**2:00p.m. to 4:00p.m.**

| The sub-recipient agreement will be signed with a grant term from July 1, 2015 to June 30, 2016.

If you need additional information you may contact Juliette Dang at (805) 385-7493 or by e-mail at [Juliette.dang@ci.oxnard.ca.us](mailto:Juliette.dang@ci.oxnard.ca.us) . Thank you for your collaboration and assistance.

Sincerely,

Carrie M. Sabatini  
Interim Housing Director

| Enclosures:  
FY 2015-16 Annual Action Plan CDBG Funded Projects  
Sample of Sub-Recipient Agreement