DATE: September 11, 2009
TO: American Recovery and Reinvestment Act of 2009 (ARRA) Awardees
FROM: William J. Pavão, Executive Director
RE: Mandatory ARRA Workshop

The California Tax Credit Allocation Committee (TCAC) will be conducting two ARRA loan workshops at the locations below. All applicants that have received a preliminary reservation of ARRA funds are required to attend one of the workshops. The workshops will provide an overview of the loan process, disbursement procedures, reporting requirements, and federal requirements including environmental review, Davis-Bacon prevailing wages, and Section 504 compliance.

Workshop Information:

**SACRAMENTO**
Monday, September 21, 2009
1:00 p.m. – 5:00 p.m.
Holiday Inn Capitol Plaza
300 J Street
Sacramento, CA 95814

**LOS ANGELES**
Thursday, September 24, 2009
8:30 a.m. – 1:00 p.m.
Millennium Biltmore
506 South Grand Avenue
Los Angeles, CA 90071

Please submit the attached registration material to reserve your space. If you have any questions, please contact Tiffani Armstrong, Program Analyst at (916) 653-4367.
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Workshop sessions will be limited to 75 attendees.

Confirmation letters will be faxed to participants and are required at the door.

Fax or telephone registrations will **NOT** be accepted.

There is no fee for this event.

AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009

Tax Credit Assistance Program and Section 1602 Mandatory Workshops

**REGISTRATION FORM**

Organization:__________________________

Address:______________________________

Phone Number (          )_______________

Fax Number (          )_______________

Contact Person_______________________

( ) Sacramento – September 21, 2009
( ) Los Angeles – September 24, 2009

Name #1:_____________________________

Name #2:_____________________________

Space will be limited to 2 representatives per organization.

Please complete the form above and return it to:

CA Tax Credit Allocation Committee
915 Capitol Mall, Room 485
Sacramento, CA 95814
About the California Tax Credit Allocation Committee
The California Tax Credit Allocation Committee (TCAC) is a state agency responsible for administering the Federal and State Low Income Housing Tax Credit Program as well as the Section 1602 Program and the Tax Credit Assistance Program both funded by the American Recovery and Reinvestment Act of 2009 (ARRA).

Workshop Session Descriptions

ARRA Workshop:
This session is designed to walk participants through the ARRA loan process and the ins and outs of complying with the ARRA requirements. Topics will include:

- Loan Agreement
- Loan processing
- Loan Closing
- Disbursement processing
- Reporting Requirements
- Fraud Prevention
- National Environmental Policy Act (NEPA) reviews
- Davis-Bacon Federal Prevailing wages
- Section 504 Requirements
- Other federal requirements

Participants will have the opportunity to ask questions and discuss issues with TCAC staff.

Who MUST attend
Every recipient of a preliminary reservation of ARRA Section 1602 or Tax Credit Assistance Program funds must attend.

General Information
Walk-in registrations will NOT be accepted.

Space is limited to 2 representatives per organization.

If you have any questions, please call Tiffani Armstrong at (916) 653-4367.

State of California
Tax Credit Allocation Committee

MANDATORY

AMERICAN RECOVERY AND REINVESTMENT ACT OF 2009 (ARRA) WORKSHOPS

SECTION 1602 PROGRAM
TAX CREDIT ASSISTANCE PROGRAM

SACRAMENTO
September 21, 2009

LOS ANGELES
September 24, 2009