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| City Logo | **City of Atlanta**  **Department of Grants and Community Development** |
|  | **Training Request Form** |
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| The Department of Grants and Community Development (DGCD) has a robust Technical Assistance and Outreach program. The program includes providing technical assistance, education and outreach throughout the City of Atlanta by conducting technical trainings and workshops in the areas of HUD formula programs and other regulatory compliance. The Office also hosts and participates in conferences, symposiums, and panels. | |
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| **Complete the form below if you are interested in:**   * Requesting our Training Services * Requesting a Staff Member to attend an event | |

**Name of your Agency/Organization**

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**Agency Point of Contact (Name, Title, Email Address, Telephone Number)**

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**What type of Training are you requesting?**

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**Proposed Date/Time for the Training. Please provide 3 or more Proposed Dates with specific timeframes**

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**Location / Address for the Training**

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**What specific topic(s) would you like to be covered?**

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**Who is the training audience?**

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| City of Atlanta Employees. List Department/Office: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Senior Management, City Council Members, Managers & Supervisors  Agency Executives  General Public  Housing Providers  Realtors  Developers, CHDO’s, Non-Profit Entity, For-Profit Entity  Property Managers  Other: List \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**How many participants do you expect?**

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**What is the level of experience of the training participates?**

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| 0-2 Years  3-5 Years  6- or more Years |

**Are there any special circumstances that DGCD should be aware of as we prepare for the training session or speaking engagement?**

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