



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, D.C. 20410-5000

OFFICE OF THE ASSISTANT SECRETARY
FOR PUBLIC AND INDIAN HOUSING

May 28, 2003

Negotiated Rulemaking Committee Members:

The third session of the 2003 Indian Housing Block Grant Allocation Formula Negotiated Rulemaking (Neg-Reg) Committee will be held in Seattle, Washington, at the Edgewater Hotel, located at Pier 67, 2411 Alaskan Way, Seattle WA 98121. This session will commence at 9:00 a.m., on Tuesday, June 17, 2003, and is scheduled to adjourn at 3:30 p.m., on Thursday, June 19, 2003. If you are unable to attend this session, please notify ONAP as soon as possible.

HUD will authorize allowable travel expenditures from June 16 – 20. (Hotel expenses will be authorized from June 16 - 19). You will be receiving your travel authorization by U.S. mail next week.

You may make hotel and airfare reservations now. The Edgewater has made a limited number of rooms available until June 10, 2003, at a group rate of \$143. Be sure to mention "HUD Negotiated Rulemaking" when making your room reservation. The Edgewater may be contacted at (800) 624-0670.

For those traveling by airplane, please contact R. A. Villanueva, with SATO Travel as soon as possible. Mr. Villanueva can be contacted at (202) 479-1239, and will assist you in scheduling flights. **Please note:** SATO (with a few exceptions requiring prior approval) is required to make reservations using U.S. Government contract carriers. **To be reimbursed for airfare, tickets must be reserved through SATO.**

For the convenience of the Committee, meeting room at the Edgewater has been reserved on Monday, June 16, 2003, from 2:00 p.m. to 11:00 p.m. This room is available for informal meetings and gatherings as well as for caucus sessions.

Please contact Keith Giarrusso at (202) 708-0614 x3125 if you have any questions.