



Serving Alachua, Levy and Marion Counties  
Central Florida Community Action Agency

Alachua County Office  
411 N Main Street, Suite 210  
Gainesville, FL 32601  
(352) 373-7667

[www.cfcaa.org](http://www.cfcaa.org)

Levy County Office  
215 SW 5th Street  
Chiefland, FL 32626  
(352) 493-1734

[info@cfcaa.org](mailto:info@cfcaa.org)

Marion County Office  
2703 NE 14th Street  
Ocala, FL 34470  
(352) 732-3008

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April 21, 2021

Helen Urie, Housing Grant Manager  
Marion County Community Services  
2710 East Silver Springs Blvd.,  
Ocala, FL 34470

Dear Ms. Urie:

This correspondence serves to request an extension on the Marion County SHIP Rehabilitation Grant.

Our current contract has ended on April 20, 2021. We are therefore requesting a 6-month extension to complete these SHIP rehabilitations.

This contract was executed in April 21, 2020. However, in March 2020, our county of operation, Alachua County, issued a stay-at-home order for its citizens. This resulted in the closing of our agency for two weeks. In April 2020, the Department of Economic Opportunity (DEO), our agency administrator, halted all WAP and construction related work statewide until August 2020 due to COVID 19. These halts in production have impacted our timelines gravely.

We currently have five (5) homes under construction and four (4) in pre-construction for nine (9) SHIP eligible recipients. We would very much like to complete the projects for these homeowners.

We appreciate your consideration on extending the agreement in order to provide the much-needed home repairs services to your clients. If you have any questions, or need additional information, please do not hesitate to contact me.

Sincerely,

*Stephanie Seawright*

Stephanie Seawright, COO  
Central Florida Community Action Agency, Inc.

CC: Charles Harris, CEO, CFCAA  
Kanikka Torres, CFO, CFCAA

Community Services

APR 22 2021

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