

## Attachment D



### **City of Richmond Department of Housing and Community Development** Application Acknowledgement Form for Federal Entitlement Funding

The signature below indicates that the Board Chair of (applicant name) is aware of the organizations intention to apply for Federal Entitlement funds administered by the City of Richmond's Department of Housing and Community Development (HCD). The Board Chair is aware that Federal Funding administered by HCD is subject to compliance with all applicable federal laws and regulations, along with any local requirements, and that failure to do so could result in recapture of such funds by the City.

The Board Chair also understands that if (applicant name) 's application is selected for an award that the organization has two options in the completion of the contract with the City of Richmond. Either the Board Chair can sign the contract between the agency and the City of Richmond as their acknowledgement of the receipt of the Federal funds or the (governing board) may pass a Resolution of the Board to acknowledge the receipt of funds. One of these two options must be selected at the time of the notification of the award and communicated to HCD in writing.

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Board Chairperson's Signature and Date

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Board Chairperson's Printed Name