**CERTIFICATION LETTER REQUIREMENTS**

If the Applicant does not have a governing body or a governing board, a certification letter from the organization’s Director or Chief Executive Officer must be furnished. The letter should:

1. Approve the filing of an application for the (name of the project); and
2. Certify Applicant Is eligible to apply for a State grant according to Proposition 1’s eligible applicant definitions; and
3. Certify that applicant understands the assurances and certification in the application herein, and
4. Certify (if applicable) that applicant organization has long-term control of the property and will provide satisfactory documentation of the long-term control as part of the grant agreement development process; and
5. Certify (if applicable) that applicant or title holder will have sufficient funds to operate and maintain the project consistent with the land tenure requirements; or will secure the resources to do so; and
6. Certify the proposed project/organization is free of any legal challenges that could undermine progress on the project; and
7. Give State permission to publish any provided digital image to its website and to crop or resize the image; and
8. Agree to acknowledge State’s support in any news media, brochures, articles, publications, seminars, exhibits, buildings, displays, products, or other promotion materials about the funded project; and
9. Certify that it will comply with the provisions of Section 1771.5 of the State Labor Code regarding payment of prevailing wages on Projects awarded Proposition 1 funds, and
10. Agree (if applicable) that projects involving construction, renovation, repair, rehabilitation, or ground or visual disturbances must comply with all current laws and regulations which apply to the Project, including, but not limited to, labor codes related to prevailing wage, legal requirements for construction contracts, building codes, environmental laws, health and safety codes, disabled access and historic preservation laws and environmental laws. Grantee will be required to certify (if applicable) that, prior to commencement of construction, all applicable permits and licenses (e.g., state contractor license) will be obtained; and
11. Agree to adhere to the Americans with Disabilities Act of 1990 (ADA) and the 2010 ADA Standards for Accessible Design. Title III of the ADA covers places of public accommodation (such as museums, libraries, and educational institutions) and includes a specific section regarding new construction and alterations in public accommodations; and
12. Agree that projects involving construction, renovation, repair, rehabilitation, or ground or visual disturbances must comply with the National Historic Preservation Act; and
13. Waive all rights to privacy and confidentiality of the material submitted to State, and
14. Agree to execute a grant agreement prior to the encumbrance deadline, and will cause work on the project to be commenced within a reasonable time after encumbering the funds, so that the project will be complete and the final invoice submitted to the State the relevant deadlines; and
15. Appoint the (**designate position**, not person occupying position) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, or designee, as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, payment requests and so on, which may be necessary for the completion of the aforementioned project(s).
16. Contain the signature of the Director or Chief Executive Officer.