*\*\* If the state participates in Executive Order 12372, submit any comments or recommendations made by the appropriate state clearing house pursuant to policies outlined in Executive Order 12372, intergovernmental review of federal programs. Reference this list for additional information* <https://www.whitehouse.gov/wp-content/uploads/2017/11/SPOC-Feb.-2018.pdf> *\*\**

*\*\*If the state has no clearinghouse, the designated authorized state representative must certify compliance with this executive order. Note that this is a template, and you are free to adapt as needed. Delete any instructions that are italicized once updated. Submit as PDF.\*\**

***If the state does NOT participate, use this template.***

February 10, 2019 *(Insert date)*

Anna Gaug

Program Manager

U.S. Department of Veterans Affairs

State Home Construction Grant Program (10NA5)

810 Vermont Avenue NW

Washington, D.C. 20005

Re: *Insert project title or description, location (city or county, state)*

Dear Ms. Gaug,

This is to inform you that *insert state* does not have a state clearinghouse or participate in intergovernmental review as outlined in E.O. 12372. *Insert full name of authorized state representative* for the *insert name of home* is hereby designated as the official and contact person to act and be responsible in all matters relating to the State Home Construction Grant Program.

All correspondence in regards to *insert project description* may be directed to *insert full name of authorized state representative* who can be reached at *insert telephone number*.

Sincerely,

*Insert signature*

*Insert signature block*