

HOME/HTF Affordable Housing Development Grant Administration Manual
Tools and Resources
Sample Environmental Certification (HTF)

This sample letter can be used to certify that HTF projects are expected to comply with applicable property standards including environmental provisions (pre-construction) or that HTF projects did, in fact, comply with applicable property standards including environmental provisions (post-construction; at project completion). If applicable, this certification should document special consultation and mitigation and can be modified to serve as preliminary or final certification by qualified professionals as needed (e.g., certification by the project architect confirming that pipes, solder, and flux will be or are lead free). All certifications must be submitted on the letterhead of the organization to which the signee belongs.

[Letterhead of Signee’s Organization]

[Date]

Montana Department of Commerce
Community Development Division
301 South Park Avenue
P.O. Box 200523
Helena, MT 59620-0523

Re: Housing Trust Fund (HTF) Certification for [Project Name], [Project City]

Dear [Name of Contact at Commerce],

As [Title of Executive] of the [Grantee], the developer and owner of [Project Name and Address], I hereby certify that the [proposed/completed] project [will be/is] wholly in compliance with the Housing Trust Fund environmental provisions as outlined in 24 CFR 93.301; and all items needing certifications and mitigation [will be/have been] completed and comply with the provisions.

[Delete this paragraph if the certification is post-construction] In addition, I certify that provisions that need to be satisfied after construction will be met; specifically, with regard to safe drinking water, the project will only use lead-free pipes, solder, and flux.

[Delete this paragraph if the certification is pre-construction] In addition, I certify that provisions that could not be satisfied prior to construction have been met; specifically, with regard to safe drinking water, the project only uses lead-free pipes, solder, and flux.

Sincerely,

[Name of Executive]

[Title of Executive]