Catherine H. Smith  
Commissioner  

January 10, 2014  

Mr. Christopher J. Lynch  
President  
Georgetown Special Taxing District  
PO Box 36  
Georgetown, CT 06829-0036  

Dear Mr. Lynch:  

The Department of Economic and Community Development is pleased to submit a proposal for assistance in support of the Georgetown Special Taxing District's plans to redevelop the former Gilbert & Bennett Wire Mill Factory Property. The following pages contain a project description and supporting details of a financial assistance package developed jointly between your staff and ours.  

This proposal represents the Governor's continuing commitment to support Connecticut's municipalities and we are pleased to have an opportunity to work with you on this project. The success of your project and your community are important to us.  

Our staff will continue to be available to you and your staff throughout the duration of the project. If you have any questions concerning this proposal please contact Nelson Tereso, your development manager, at (860) 270-8213.  

Sincerely,  

Catherine H. Smith  
Commissioner  

Ronald F. Angelo, Jr., Deputy Commissioner  
For Catherine H. Smith, Commissioner  

Agreed and Accepted By:  

Georgetown Special Taxing District  

Name  
Title  
Date  

Ver. 4.11.Mun
Financial Assistance Proposal

For

Georgetown Special Taxing District

January 2014
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BACKGROUND

Applicant Description: The Georgetown Special Taxing District (GSTD) is a non-profit entity created by the Georgetown Land Development Company to appropriate the funding needed for the clean-up, redevelopment, and associated infrastructure improvements related to the Georgetown Redevelopment Project. The GSTD is overseeing the Georgetown Redevelopment Project, which is located on the site of the former Gilbert & Bennett Wire Mill Factory.

Project Description: The GSTD is requesting up to $5.6 million in Urban Act Funding to reconstruct the Norwalk River Flood Walls and to construct the required intersection improvements to support this redevelopment project. The overall development proposes approximately 150,000 SF of commercial development, 416 residential units, a 20,000 SF Community Theater, 135,000 SF of retail, and a commuter rail station. The first phase of the development consists of approximately $60 million in private investment for residential development which includes up to 100 housing units.

The Norwalk River is a tributary to the factory pond. The improved Norwalk River Flood Walls will place the site out of the 100-year floodplain and allow for the first phase of this redevelopment. GSTD has received a Conditional Letter of Map Revision from FEMA in support, stating that the improvements would allow for remapping of the site and the mixed-use development would be compliant with the regulations of the National Flood Insurance Program. Construction of the flood walls will also be a protective measure to keep contaminated soils from eroding downstream during a 100-year event. The first tranche of funding will be for $2 million to cover the improvements to the Norwalk River Flood Walls. Additional funding of $3.6 million will be requested by the GSTD in the upcoming fiscal year(s) to complete remaining improvements that will be needed for the redevelopment.

SOURCE AND USE OF FUNDS

<table>
<thead>
<tr>
<th>Sources of Funds</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Department of Econ. and Comm. Develop. – UA</td>
<td>$5,600,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$5,600,000</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Use of Funds</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction</td>
<td>$5,000,000</td>
</tr>
<tr>
<td>Contingency</td>
<td>$600,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$5,600,000</strong></td>
</tr>
</tbody>
</table>

*The figures above may be amended from time to time through requests for revisions to the Project Financing Plan and Budget, as approved by the Department of Economic and Community Development.*
FINANCIAL ASSISTANCE PROPOSAL

This financial assistance proposal is based upon the commitment of Georgetown Special Taxing District (hereafter, the "Applicant"), to implement the project as described herein. The State of Connecticut, acting through the Department of Economic and Community Development (hereafter, “DECD”) and under the provisions of the Economic Development C.G.S. Sec. 4-66c proposes a financial assistance package consisting of a grant in the total amount of $5,600,000. DECD financial assistance shall not exceed $5,600,000 as described in this proposal and as set forth in the most recently approved Project Financing Plan and Budget. The components of this financial assistance are outlined below:

**Applicant:** Georgetown Special Taxing District

**DECD Financing:** $5,600,000 Grant

**Amount and Use of DECD Funds:**
- $5,000,000 Construction
- $600,000 Contingency
- $5,600,000 TOTAL

PROPERTY RESTRICTIONS

**Use Restriction**

The Applicant covenants and agrees that the Applicant’s Property, located on the site of the former Gilbert & Bennett Wire Mill Factory, shall be in conformance with the Georgetown Redevelopment Master Plan and Site Plan, as the same shall be amended from time to time, in accordance with approvals by the Redding Zoning Commission for a term of 10 years. Applicant agrees that it shall execute a Declaration of Restrictive Covenant (“the Covenant”) in a form acceptable to the Commissioner, which shall be filed on the land records of the Town of Redding. The Covenant shall be enforceable by the State and shall provide that any conveyance of Applicant’s property shall be subject to the terms of the Covenant.

SPECIAL CONDITIONS

As a condition of state funding, the applicant shall provide verification that private investment towards the first phase of development will be made by third parties which will leverage the state’s investment. The applicant will be required to provide evidence to the satisfaction of DECD that Phase 1 of the Georgetown Redevelopment is feasible to coordinate with construction of the project prior to the release of any construction funding.

ENVIRONMENTAL COMPLIANCE

**Connecticut Environmental Policy Act**

Disbursement of state funds may be subject to the completion of the appropriate Connecticut Environmental Policy Act (“CEPA”) review of project activities. If project analysis and review under the provisions of CEPA is necessary, then DECD will contract a professional engineering/planning firm experienced in preparing CEPA documents, using funds appropriated to the project. Said firm shall work at the direction of the DECD in assessing the project activities in accordance with CEPA (C.G.S. Sec. 22a-1 and R.C.S.A. Sec. 22a-1a-1 to 22a-1a-12).
Environmental Condition of the Real Property
As determined by DECD, the environmental site assessments, survey, reports and remedial action plans will be prepared for real property subject to project activities. A professional firm licensed to practice in the State of Connecticut shall prepare the reports. The scope of investigations and report shall conform to the applicable Department of Environmental Protection laws and regulations, and the applicable American Standards for Testing Materials document standards. Copies of all reports shall be made available to DECD.

If the Applicant and/or other parties for the subject properties within the project area have conducted Environmental Site Assessments, copies of such documents must be submitted to DECD.

CONSTRUCTION COMPLIANCE
The DECD requires submission of project design documents, specifications, construction bid documents and cost estimates and other documents outlined in Schedule A. All submissions are subject to review, comment, and/or approval by the DECD’s Office of Financial Review and Special Projects and/or the DECD Commissioner. Unless notified by DECD, for projects with a total project cost of $250,000 or less, the grantee will be required to certify that the project is in compliance with DECD design, bidding, contracting and construction monitoring requirements. In these cases, it will be the responsibility of the grantee to certify and submit the appropriate documentation during the pre-bid phase, construction phase and close-out phase of the project.

The Applicant shall submit for review and comment the following construction-related documents which need to comply with DECD design, bidding, contracting and construction monitoring Requirements: a) bid package(s) including procedures for bidding; b) bid selection process and results; c) bonding and insurance requirements; d) copies of contracts; e) schedule of values; f) payment requisitions and change orders.

DECD requirements for approval of the release of funds for construction include review of construction documents, latest updated budget, submittal of bidding process, project schedule and cash flow updates, monthly reports, and any appropriate back up materials as may be needed for review such as application and certificate of payment (AIA Document G702) approved by the architect and/or engineer, appropriate invoices, etc.

ADMINISTRATIVE AND PROJECT MONITORING PLAN
The Applicant shall be required to submit to the DECD a project administration plan, acceptable to the DECD, that describes how they will document and monitor the financial and construction oversight of the State funds as required by the Assistance Agreement and as approved in the DECD’s Project Financing Plan and Budget. The purpose of the plan is to assure the completion of the project within the approved Financing Plan and Budget and the appropriate use of State funds. The plan should address how State funds will be disbursed in conjunction and in accordance with all contractual agreements. The plan should include the process that they will undertake to approve payment requisitions and project construction change orders.

Ver. 4.11.Mun
**REPORTING**

**Project Audit**

Each Applicant subject to a federal and/or state single audit must have an audit of its accounts performed annually (see Schedule B). The audit shall be in accordance with the DECD Audit Guide (located at http://www.ct.gov/ecd/cwp/view.asp?a=1096&q=249676) and the requirements established by federal law and state statute. All Applicants not subject to a federal and/or state single audit shall be subject to a Project-specific audit of its accounts within ninety (90) days of the completion of the Project or at such times as required by the Commissioner. Such audit shall be in accordance with the DECD Audit Guide. An independent public accountant as defined by generally accepted government-auditing standards (GAGAS) shall conduct the audits. At the discretion and with the approval of the Commissioner, examiners from the Department of Economic and Community Development may conduct Project-specific audits.

The completion of the project will be determined by the end date of the most recently approved Project Financing Plan and Budget.

**Semi-Annual Project Financial Statements**

The Applicant will also be required to provide unaudited Balance Sheet and cumulative Statement of Program Cost to the Commissioner in the approved DECD project statement format as outlined in the most current Accounting Manual located at http://www.ct.gov/ecd/cwp/view.asp?a=1096&q=249670 (see accounting manual financial statements). This information shall be due within 30 days after June 30th and December 31st until the Project Financing Plan and Budget expires.

**REQUIRED DOCUMENTS**

The Applicant must provide the following required documents prior to contract closing. No financial assistance agreements will be signed by DECD until all required documents have been received, which include the following:

- N/A

**PROJECT START/END DATE**

For purposes of this proposal this project will have a start date of January 9th, 2014, and any eligible Applicant project expenditures after that date will be permitted as part of the project. The end date of the project will be determined by the most recently approved Project Financing Plan and Budget.

**EXPIRATION**

The Applicant must accept this proposal no later than 30 calendar days after the date of proposal. In the event the DECD does not receive the acceptance of this proposal by the aforementioned date, the offer will be considered null and void and withdrawn.
INSTANCES OF DEFAULT

If funding for the project is approved, the Assistance Agreement between DECD and the Applicant may be subject, but not limited to the following default provisions: breach of agreement, misrepresentation, receivership or bankruptcy, condemnation or seizure, lack of adequate security, violation of terms in other project documents. In addition to repayment in full of the funding, DECD’s remedies may include, but not be limited to, the ability to collect an additional 5% in liquidated damages on the total amount of financial assistance, and to charge a 15% per annum rate of interest on financing provided.

CLOSING AND TRANSACTION COSTS

The Applicant shall be responsible for the payment of all necessary and appropriate costs associated with this transaction, whether or not a closing takes place, including but not limited to the State’s attorneys fees and other such costs incurred by the State or associated with securing the State Financial Assistance. Such costs may also include reasonable attorney fees, appraisal costs, and other possible fees and costs related to the closing. No financing will be provided until the Applicant has paid DECD’s legal fees.

LABOR COMPLIANCE

Nondiscrimination
The Applicant will comply with Connecticut General Statutes section 4a-60, as may be amended, which prohibits the Applicant from discriminating or permitting discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, mental retardation, mental disability, or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut.

The Applicant will comply with Connecticut General Statutes section 4a-60a, as may be amended, which prohibits the Applicant from discriminating or permitting discrimination against any person or group of persons on the grounds of sexual orientation.

Affirmative Action
The Applicant will comply with Connecticut General Statutes Section 4a-60, which prohibits the Applicant from engaging in or permitting discrimination in the performance of the work involved as well as requires that the company take affirmative action to ensure that all job applicants with job related qualifications are employed and that employees are, when employed, treated in a nondiscriminatory manner.

Executive Order Number Three
The Applicant will comply with Executive Order Number Three, which gives the State Labor Commissioner continuing jurisdiction over Agreement performance in regard to nondiscrimination. It empowers the State Labor Commissioner to cancel, terminate or suspend the Assistance Agreement for violation of or noncompliance with the order or any state or federal law concerning nondiscrimination.

http://www.cslib.org/exeorder3.htm
Executive Order Number Sixteen

Executive Order Number Seventeen
The Applicant will comply with Executive Order Number Seventeen, which gives the State Labor Commissioner and DECD joint and several jurisdiction in respect to Agreement performance in regard to listing all employment openings with the Connecticut Employment Service. http://www.cslib.org/exeorder17.htm

WITHDRAWAL OF FINANCIAL ASSISTANCE PROPOSAL
Notwithstanding any other provisions of this proposal, the State, in its discretion, may elect to withdraw this proposal and withhold payment of funds if:

- The Applicant shall have made to the State any material misrepresentation in the project data supporting the funding request, in the application or any supplement thereto or amendment thereof, or thereafter in the agreement, or with respect to any document furnished in connection with the project; or
- The Applicant shall have abandoned or terminated the project, or made or sustained any material adverse change in its financial stability and structure, or shall have otherwise breached any condition or covenant, material or not, in this proposal and/or thereafter in the agreement.

ADDITIONAL TERMS AND CONDITIONS
The Applicant acknowledges that the obligation of DECD to provide the financial assistance set forth herein is subject to the normal State approval process, including but not limited to approval by the State Bond Commission, and may be subject to review and approval of any documentation by the Attorney General as to form and substance.

The State financial assistance will be subject to the standard terms and conditions established by DECD for financial assistance under the Economic Development Sec. 4-66c of the Connecticut General Statutes. The Applicant will enter into an Assistance Agreement with the State of Connecticut, acting through DECD, which will contain but not be limited to provisions of this proposal, and set forth the terms and conditions of the state financial assistance, and will execute and/or deliver such other documents, agreements, and instruments as DECD may require in connection with the State financial assistance or any required security.

This proposal is not a contract by the State of Connecticut or the Applicant. The State shall not be bound until a contract has all approvals required by law, and is executed in accordance with all applicable State procedures.
DECD CONTACTS

Project Manager: Your Development manager is responsible for coordinating all aspects of your project as it moves forward. Please consider the development manager as your main point of contact throughout the life of your project.

Contact: Nelson Tereso  Phone #: (860) 270-8213

Community Development Director: Your Director is also available to you at any time for issues pertaining to all aspects of your project.

Contact: Michael Lettieri  Phone #: (860) 270-8128
**CLIENT OBLIGATION CHECKLIST**

The following is a brief outline of the documents that will be required to be provided by the municipality over the life of the agreement. This is not an attempt to define all of the terms and conditions as outlined in this proposal, but to provide a snapshot of the requirements.

<table>
<thead>
<tr>
<th>General Requirement</th>
<th>Comment</th>
<th>Y</th>
<th>E</th>
<th>A</th>
<th>R</th>
<th>S</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Single Audit (if applicable for non-profits/municipalities) — See Schedule B</td>
<td>Due within 180 days of FY2 until all project funds are expended</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Unaudited balance sheet and Cumulative Statement of Program costs</td>
<td>Due every six months until project is complete</td>
<td></td>
<td></td>
<td>X</td>
<td>X</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

Applicant Initials       Date
**NEXT STEPS**

The enclosed documents, accompanying this financial assistance proposal, must be completed and returned to DECD within thirty (30) calendar days of acceptance of this assistance proposal.

* Project Financing Plan and Budget
* Corporate Resolution
* Nondiscrimination Certification

Please return the signed acceptance letter and initialed Client Obligation Checklist to:

Department of Economic and Community Development  
Office of Financial Review and Special Projects  
505 Hudson Street  
Hartford, CT 06106

Attn: Nelson Tereso  
3rd Floor
Pursuant to Sections 4-230 through 4-236, as amended, of the Connecticut General Statutes, each municipality, audited agency, tourism district and not-for-profit organization that expends state financial assistance equal to or in excess of three hundred thousand dollars in any fiscal year of such nonstate entity beginning on or after July 1, 2009, shall have a single audit made for such fiscal year in accordance with the provisions of the above-referenced General Statutes. If total state financial assistance expended for the fiscal year is for a single state program, a program-specific audit may be conducted in lieu of a single audit.

Copies of the state single audit report package must be filed with the state grantor agencies, the cognizant agency and pass-through agencies (if applicable). Submission of the report package must be made within 30 days of completion of the audit report, if possible, but no later than six months after the end of the audit period. For recipients with a June 30, 2005 fiscal year end, the filing deadline is December 31, 2005. Cognizant agencies must be notified of the Independent Auditor appointed to conduct the audit. Such notification must be made not later than thirty days before the end of the fiscal year of the entity to be audited.

The Office of Policy and Management is the cognizant agency for municipalities, tourism districts, other quasi-governmental entities and nonprofit organizations under the State Single Audit Act. The Dept. of Economic & Community Development is the cognizant agency for Housing Authorities. Your Cognizant Agency has the authority under C.G.S. Section 7-393 and State Single Audit Regulations to grant an extension for filing an audit report past the statutory deadline. In order for such an extension to be considered, an Audit Submission Extension Request Form must be submitted to the cognizant agency no later than 30 days prior to the required filing date. Both the independent auditor and the Chief executive officer of the audited entity must sign the request. If the reason for the extension relates to deficiencies in the entity’s accounting system, a corrective action plan must accompany the request. The request may be faxed to the cognizant agency as indicated on the request form.

The following is a list of the required components of a complete audited financial report package that must be filed by the deadline with your cognizant agency, each State agency that provides funding to you, such as the Dept. of Economic & Community Development, and pass-through agencies (if applicable):

1. The Audit Report on the Financial Statements of the auditee
2. State Single Audit Report or program-specific audit report (if applicable)
3. Federal Single Audit Report (if applicable)
4. Municipal Audit Questionnaire (Municipalities & Audited Agencies)
5. Management Letter (if applicable)
6. Corrective Action Plan (if applicable)

The DECD requires that the DECD Audit Guide must be used in conjunction with a State Single Audit of DECD programs. The only additional requirements are that the DECD programs be tested for compliance with laws and regulations using the compliance supplements contained in Appendix A of this guide and that the financial statement format outlined in Exhibit 4-2 of the guide be followed. The DECD Consolidated Audit Guide for DECD Programs is available at the following Website: http://www.ct.gov/ecd under Miscellaneous Publications.

State Single Audit Regulation Sec. 4-236-28, states, "In cases of continued inability or unwillingness to have a proper audit conducted of a program in accordance with these regulations, state agencies shall consider appropriate sanctions concerning the program including but not limited to:

(a) withholding a percentage of awards until the audit is completed satisfactorily;
(b) withholding or disallowing overhead costs; or
(c) suspending state awards until the audit is completed".

Any nonstate entity, which fails to have the audit report filed on its behalf within six months after the end of its fiscal year or within the time granted by the cognizant agency, may be assessed a civil penalty of not less than $1,000 but not more than $10,000.

While these are strong measures and in most instances not needed, they define the measures that state agencies and OPM may take to ensure that those grantees receiving state financial assistance submit timely and appropriate audit reports.

In summary, as a grantee of a DECD program, please file the following documents as applicable with DECD and OPM by the dates indicated:

File the following with the state grantor agency -- [DECD, Office of Financial Review and Special Projects, 505 Hudson Street, Hartford, CT 06106]:

- **Complete Audit Reporting Package if your entity is subject to filing a State Single Audit** *(must be submitted within 30 days of completion but no later than the filing period deadline),
  OR

- **State Single Audit Exemption Notification Form** if your entity is exempt from filing a State Single Audit *(submit as soon as possible after fiscal year end but no later than six months after your fiscal year end)*

File the following with your cognizant agency -- [OPM, Intergovernmental Policy Division, Municipal Finance Services, 450 Capitol Avenue - MS-54MFS, Hartford, CT 06106]:

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• Auditor Notification Form (submit no later than thirty days before the end of the fiscal year of the entity to be audited)

• Extension Request For Filing Financial and State Single Audits if the audit cannot be filed by the due date (submit at least 30 days prior to the end of the six-month filing period)

• Complete Audit Reporting Package if subject to filing State Single Audit (submit within 30 days of completion but no later than the filing period deadline),

• State Single Audit Exemption Notification Form (submit as soon as possible after fiscal year end if you determine that your organization was not subject to the State Single Audit Act but no later than six months after your fiscal year end)

If you have any questions please contact Steve Pons at (860) 270-8209.

Thank you for your attention to these matters.

Attachments:

• Extension Request for Filing Financial and State Single Audit Form
• Appointment of Auditor Notification Form
• State Single Audit Filing Exemption Notification Form
EXTENSION REQUEST FOR FILING
FINANCIAL AND STATE SINGLE AUDITS

Pursuant to C.G.S. 7-393 and/or S.S.A. Regulation 4-236-25, a ______ day extension
(Number of days)*
for filing the _______/_____/____ Audited Financial Statements ______ State Single Audit ______ is
(Fiscal Year Ended) (Check applicable reports)
requested until _______/_____/____ for ____________________________
(New filing date) (Name of entity)

Entity Federal Employer Identification Number (FEIN): ____________________________

Entity Address ________________________________________________________________

__________________________________________

Contact Person & Title _______________________________________________________

Telephone ( ) Facsimile ( ) Email ____________________________

Special Reasons For the Request:

List State Agency(s) providing funds
(To be completed by entity receiving funds)________________________________________

Requested by:
Independent Accountant or Accounting Firm __________________________________________

Address _____________________________________________________________

__________________________________________ Zip ______________

Telephone ( ) Facsimile ( ) Email ____________________________

Independent Auditor’s Signature Date ____________________________
Auditee CEO’s Signature Date ____________________________

Mail or Fax (860) 418-6493 To OPM at least 30 days prior to the end of the 6-month filing period.

FOR OPM ACTION ONLY

Extension Approved _____ Denied _____ Date __/__/____ For OPM ________________

Date Auditor Notified: __/__/____ Date State Agencies Notified: __/__/____

Comments _________________________________________________________________

* Requests for extensions should not exceed 30 days per request.
http://www.opm.state.ct.us/hq/services/Audits.htm
APPOINTMENT OF AUDITOR NOTIFICATION

To:  
Office of Policy and Management  
Intergovernmental Policy Division  
Municipal Finance Services  
450 Capitol Avenue – MS-54MFS  
Hartford, Connecticut 06106-1308  
Tel. (860) 418-6400 Fax (860) 418-6493 E-Mail lori.stevenson@po.state.ct.us

From:  
Entity Name

Entity Address

Zip

Federal Employer Identification Number (FEIN)

Chief Fiscal Officer (Municipal)

Executive Director (Nonprofit)

Telephone (with area code) Facsimile

Internet E-Mail Address

Chair, Board of Directors (Nonprofit)

Telephone Number of Bd. Chairman

The following information is furnished in compliance with Connecticut General Statutes 7-396 and/or 4-232:

1. Independent Accountant or Accounting Firm Performing the Audit:

Name

Address

Zip

State of CT Board of Accountancy CPA Firm Permit to Practice Number

Contact Person & Title

Telephone (with area code) Facsimile

Internet E-mail Address

2. Fiscal Period(s) of Audit  From _____ To _____, From _____ To _____

3. Appointment Date of Auditor

4. Name/Title of Appointing Authority

http://www.opm.state.ct.us/igp/services/Audits.htm

Ver. 4.11.Mun
STATE SINGLE AUDIT
FILING EXEMPTION NOTIFICATION

Date: _____________________________________________

Lori Stevenson, Executive Secretary
Municipal Finance Services
Office of Policy and Management
450 Capitol Avenue MS#54MFS
Hartford, CT 06106-1308

Dear Ms. Stevenson,

This letter is to inform the Office of Policy and Management that for our fiscal year, which ended __________________, the total expenditures of State financial assistance was less than $300,000 for any fiscal year beginning on or after July 1, 2009. Total expenditures of State Financial Assistance for all programs was $__________________________.

Based on the guidelines of C.G.S. 4-231(b), we are exempt from filing a State Single Audit for this fiscal period. If you have any questions please contact:

Contact Person: ______________________________________

Name of Nonprofit: ______________________________________

Address: ______________________________________

_________________________________________ Zip ______

Telephone: (______)____________ Facsimile (______)____________ Email ________________________

Very truly yours,

Chief Executive Officer ___________________________________________ Chief Financial Officer

cc: Michael J. Lettieri, Community Development Director
Office of Financial Review and Special Projects
Department of Economic and Community Development
505 Hudson Street
Hartford, CT 06106

This form may be returned to OPM by facsimile (860) 418-6493 and DECD by facsimile (860) 270-8200.
http://www.opm.state.ct.us/igp/services/Audits.htm