

**EXHIBIT 2-B**

**DESIGNATION OF CERTIFYING OFFICIAL**

*(Sample Letter - To Be Sent by Grantee to MDOC)*

(Date)

(MDOC/HOME)

Dear (HOME Program Officer):

This is to notify you that (Name of Certifying Official) is designated the Certifying Official responsible for all activities associated with the environmental review process for the FFY 20\_\_ HOME grant awarded to (Name of Local Government Grantee).

Sincerely,

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name of Chief Elected Official or Executive Officer)

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**NOTE: If someone other than the Chief Elected Official (Mayor or Chairperson of the County Commission) is chosen to serve as the certifying official, a local government resolution (Exhibit 2-C.1 or 2-C.2) is required and must be attached to this document.**