

Guidelines on Documenting Firm Commitment of Non-MCEP Funds

The following information describes the documentation that is required for the various types or forms of matching funds:

- **Grants and Other Government Appropriated Funds**
A letter is required from the funding agency documenting the amount of funding that has been approved or appropriated and indicated when funds will be available.
- **Local Government Funds**
Local governments that have committed reserves or budgeted their own funds toward an MCEP project have documented these funds as submitted in the grantee's application and will be confirmed upon execution of the contract between the grantee and Commerce. This commitment may be documented via resolution, or an approved local government budget identifying the local funds specific for the project.
- **Loans (revenue bonds, general obligation bonds, special improvement districts, rural improvement districts)**



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| Loans to municipalities, counties, districts, or tribes, that require a vote by only the governing body | Loans that require a vote by the general population or uses |
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| SRF loan | |
| <ul style="list-style-type: none"> • “Commitment Agreement” or “Letter of Approval for State Revolving Fund Loan Program in Lieu of Commitment Agreement”, adopted by Resolution | <ul style="list-style-type: none"> • “Commitment Agreement” or “Letter of Approval for State Revolving Fund Loan Program in Lieu of Commitment Agreement”, adopted by Resolution • Successful certified debt election results (attach supporting documents) |
| USDA RD loan and/or grant | |
| <ul style="list-style-type: none"> • Letter of Conditions from USDA RD • Letter of Intent to Meet Conditions signed and returned to USDA RD FORM: RD 1942-46 • Request for Obligation of Funds FORM: RD 1940-1 | <ul style="list-style-type: none"> • Letter of Conditions from USDA RD • Letter of Intent to Meet Conditions signed and returned to USDA RD FORM: RD 1942-46 • Request for Obligation of Funds FORM: RD 1940-1 • Successful certified debt election results, attach supporting documents |