

NBRC21GEDA04 Town of Richmond (VT) PROMPT ATTENTION REQUESTED

NBRC Admin <admin@nbrc.gov>

Tue 9/12/2023 1:47 PM

To: Josh Arneson <jarneson@richmondvt.gov>

Good day,

NBRC is requesting a status report on the above-referenced grant award, as our records show the project has not yet submitted the documentation necessary to be issued a Notice to Proceed. NBRC allows until September 30th of the year following grant award for a project to receive a Notice to Proceed. While the project is operating under a Notice to Proceed extension which expires on September 30, 2023, we do need to have an update on the project's current status as we are now approaching two years from grant award without securing a full Notice to Proceed.

With the September 30th deadline drawing near, it would be helpful for us to know if you have encountered challenges which have delayed the project in securing a Notice to Proceed (NTP). If you require additional time to secure the NTP, we ask that you request an extension of time, by providing us with a brief explanation of the project's status, as well as a timeline of when you expect to secure the Notice to Proceed. The extension request will need to be reviewed and approved by the State where your project was funded. As a reminder, until a Notice to Proceed is issued by NBRC, you do not have authority to begin the project, nor can you commit or expend any NBRC funds or match/cost share funds.

Please refer your grant agreement and/or NBRC's Grant Administration and Compliance Manual regarding the documentation necessary to receive a Notice to Proceed. If you have any questions regarding this next step, please reach out to the NBRC team. We are here to help keep your project on track and move to successful completion.

Thank you in advance for your prompt attention and response to this request.

Take care,

Andrea

NBRC Team (admin@nbrc.gov)

NORTHERN BORDER REGIONAL COMMISSION

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Please visit us at www.nbrc.gov

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