

State of Vermont
Department of Housing and Community Development
Deane C. Davis Building – 6th Floor [phone] 802-828-3211
One National Life Drive
Montpelier, VT 05620-0501

*Agency of Commerce and
Community Development*

December 7, 2018

Valerie Capels, Town Administrator
Town of Bristol
P.O. Box 249
Bristol, VT 05443

RE: **CERTIFICATE OF PROGRAM COMPLETION**
Grantee: **Town of Bristol**
Grant Agreement: **#07110-PG-2016-Bristol-00003**
Amended Grant Amount: **\$19,404**
Project: **Bristol Family Housing Feasibility**

Dear Ms. Capels:

We are pleased to inform you that the Vermont Community Development Program (VCDP) authorized under Grant Agreement # 07110-PG-2016-Bristol-00003 between the State of Vermont and the Town of Bristol is completed and closed. This certificate is issued based upon review and clearance of the Final Program Report, and any audit-related issues of VCDP Grant and Other Resource expenditures.

A determination has been made by Department of Housing and Community Development staff that the Town of Bristol has satisfactorily completed the Description of Activities and has complied with all program and financial requirements as stated in Attachment A and B of Grant Agreement # 07110-PG-2016-Bristol-00003.

Please be advised of the following general or special terms of Grant Agreement # 07110-PG-2016-Bristol-00003 that have continuing applicability:

Attachment D II. Obligation of Grantee (G) Continuing Obligations. Grantee's obligations under Sections XI (Monitoring and Reporting), XII (Audits), XIII (Completion Certificate) and XIV (Retention of and Access to Records) shall survive the termination of this Agreement.

Attachment D II. Obligation of Grantee (B) Liability of Grantee which relates to the continuing liability of the Town of Bristol for claims arising out of activities related to the use of the VCDP grant funds.

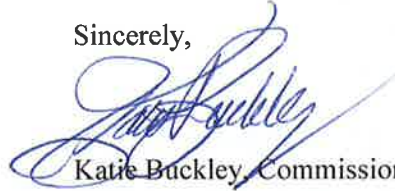
Attachment D XII. Audit(s), which relates to the event the Grant is closed prior to the Grantee's fiscal year in which there were grant expenditures, Grantees must submit a fully completed and signed Subrecipient Annual Report to the Department of Finance & Management within 45 days after Grantee's fiscal year ends, and



Attachment D Section XIV. Retention of and Access to Records, which requires that all records pertaining to the Grant be retained for three (3) years from the issuance of this letter, dated December 7, 2018.

Please accept our congratulations on the successful completion of your Vermont Community Development Program.

Sincerely,

A handwritten signature in blue ink, appearing to read "Katie Buckley", is written over the typed name.

Katie Buckley, Commissioner
Agency of Commerce and
Community Development

AKK:jlc