**Subject:** New submission ALBANY Arts, Culture, and Tourism Application **Date:** Wednesday, June 28, 2023 at 7:20:45 PM Eastern Daylight Time

**From:** jnytko@govsol.org **To:** jnytko@govsol.org

### **General Information**

## Date of application

06/28/2023

## Name of Entity

Underground Railroad History Project of the Capital Region, Inc. (dba) Underground Railroad Education Center (UREC)

## **Entity TIN, EIN or Social Security Number**

56-2389806

## **Entity physical address**

194 Livingston Avenue Albany, New York 12210 United States Map It

# Is the physical address different from the mailing address?

No

# Website (if available)

https://undergroundrailroadhistory.org/

## **Primary Contact Information**

# **Primary contact name**

Paul Stewart

### **Primary contact title**

Co-founder

## **Primary contact phone**

(518) 596-0260

# Primary contact email

p\_stewart79@yahoo.com

## What is the primary contacts preferred method of contact?

Email

# **Entity Info and Structure**

# Which structure best describes the entity?

Non-profit organization

# What is the date of establishment?

2003

Have you or the entity ever received any form of COVID-19 relief funds or loans specific to the negative impacts of the Pandemic?

No

# **General Project Information**

# Describe the arts/cultural/tourism activities your organization provides in Albany County.

Underground Railroad Education Center (dba) (UREC) conducts a variety of arts, cultural and tourism activities that engage with diverse, multi-age audiences. UREC conducts tour experiences at The Stephen and Harriet Myers Residence which attract local, statewide, national and international visitors. Tour experiences are interactive, tailored to the audience, and offered from 5pm-8pm Monday through Friday and 12pm-4pm on Saturdays. The evening and Saturday hours have proven to be very attractive. Groups tour experiences, designed for students, seniors, church groups, historical society groups, and others are arranged on weekdays between 1pm-5pm. Walking tours of Underground Railroad related locations in downtown Albany are offered on a by-appointment basis. July 4th Oration, an annual program held now for 12 years, draws attendees from in and outside Albany County. Using Frederick Douglass's 1852 speech, "What to the Slave is Your Fourth of July", which poses though-provoking questions about civic responsibility, liberty, and inclusion, as the framework for July 4th, this program examines contemporary justice issues in light of their relationship to Underground Railroad history. Juneteenth, held now for three years in collaboration with other Albany organizations that conduct Juneteenth programming, attracts visitors from as far south as New York City and internationally from as far away as New Zealand. The library currently located in The Myers Residence historic site provides research and educational resources for youth through adults. Moving into its 15th year, UREC conducts the Young Abolitionist Leadership Institute (YALI) for teens as a 100-hour summer program and a 60 hour out-of-school program. YALI engaged teens in the learning of local Underground Railroad history, is relation with us today, while also developing leadership, public speaking and work-readiness skills, and applying what they learn to a collaboratively designed Legacy Project left behind to educate others who come to The Myers Residence. The UREC co-founders engage many groups far and wide with off-site public presentations which brings visitors from outside Albany County to The Myers Residence in Albany County. A longstanding social media presence, and maintaining a working relationship with various audio-visual media, continue to carry to those living outside Albany County invitations to come into Albany County to participate in the arts, cultural and tourism activities of UREC. Just suspended this year, UREC has organized an annual public history conference for 20 years which brought as many as 500 people on a conference weekend into Albany County.

Arts, culture and tourism activities accounted for 7,480 contact hours in 2022, reflecting the beginning emergence of individuals post-COVID and reflecting the potential for expansion through UREC's arts, culture and tourism activities.

### If an award is made, describe how Albany County will benefit. Where possible, please quantify impact.

As noted, just with The Stephen and Harriet Myers Residence presently in play, visitors to Albany County to visit this documented, award-winning Underground Railroad historic site come from within the county, outside the county, around New York State, around the national and from international locations. The Interpretive Center, for which Albany County ARPA funding is requested by UREC, will augment the Myers site, will be able to accommodate a larger number of casual and serious visitors and tourists, and will be able to exponentially enhance its current programming and expand into new program offerings. Through the Interpretive Center UREC expects to attract upwards of 10,000 people annually to its various speaking events, music programs, theatrical productions, readings, celebrations and commemorations.

The building itself will be a draw to environmentalists, architects and historians. The 1400 sq. ft. main assembly hall will house a two-story, New York State, pre-revolutionary war hand-hewn Dutch barn timber frame. In use when New York State allowed the institution of enslavement to be practiced within its borders, the timber frame will be repurposed to commemorate those who were enslaved in New York State and celebrate New York State's emancipation from the grip of this institution. The use of wooden pegs to hold the timber frame components together is a fascinating architectural design feature in its own right. The Interpretive Center will be the only building in New York State related to a historic site that is designed with a Dutch barn timber frame. The use of the timber fame in the Interpretive Center also keeps New York State architectural history in New York State. There has been a rash of Dutch timber frame purchases from outside the state, resulting in New York State's architectural history leaving the state. The geothermal infrastructure, its design and its impact, will attract environmentalists and historic site staff to learn about its design, its impact, and how such an environmentally sound system can be incorporated into other buildings. The same applies to the solar power system that will be integrated into the Interpretive Center's design. With the Interpretive Center, UREC's program possibilities are only limited by its imagination. Further along in this application is a lengthy detailed description of the impact the built Interpretive Center will have on arts, culture and tourism in Albany County.

When the Interpretive Center construction is completed the interior restoration of The Stephen and Harriet Myers Residence will be able to commence. This building must be restored to its period of historic significance because it is the only building in New York State, outside of New York City, that speaks to the work of Black abolitionists who lived and met in this building. This building pays tribute to the work of Black social justice activists such as Stephen and Harriet Myers and their colleagues, and it is a key to understanding Albany's history and the contributions of Black

residents to a vibrant and developing region. While already drawing national and international visitors to Albany County, the restoration of The Myers Residence will complement the Interpretive Center and both will be able to attract even greater numbers of visitors and tourist to Albany County that is currently possible just through The Myers Residence. Presently, as The Myers Residence is the only operative building available to UREC, The Residence houses all organizational operations. The 1600 sq. ft. building has reached its limit of use. UREC believes that, in order to carry on the work for justice and equity that was engaged in by the Black abolitionists who are related to The Stephen and Harriet Myers Residence, more extensive and creative programming needs to be developed to attract more people to this great place in Albany County. More extensive and creative programming requires a facility able to handle larger numbers of attendees which can only be accomplished with the building of the Interpretive Center.

## If an award is made, describe how the funds will help you to sustain your operations in Albany County.

UREC is committed to the restoration and long-term impact of The Stephen and Harriet Myers Residence. The 13,000 sq. ft. Interpretive Center will augment and support the historic site, enable UREC to provide larger and more diverse programs related to the history shared through The Myers Residence, and will attract larger numbers of people, thus providing increased revenue streams to sustain UREC's work in Albany County. As already referenced, UREC anticipates upwards of 10,000 people coming into Albany County to participate in programmatic offerings that will be possible through the presence of the Interpretive Center.

A current example is July 4th Oration, described elsewhere in this application. Attracting upwards of 100 people, this program must be held outside, rain or shine, because The Myers Residence is too small to accommodate such numbers. The Interpretive Center will alter this need. With the inclusion of a Children's Space in the Interpretive Center, enriching, developmentally appropriate educational programs will be able to be implemented for our youngest learners. The 1400 ft. exhibit and event space of the main assembly hall will be able to host exhibits, organizational and community meetings, and other programs and events requiring large seating and work/engagement space. The media center will lend itself to production and viewing of documentaries and other videos and photographic content, such as "Voices of Resilience in Our Midst" which will focus on Albany County residents. The library, with a bank of computers able to be added due to increased space in the Interpretive Center, will provide opportunities for Albany County Residents to conduct genealogical and historic research. The café and commercial kitchen will provide workforce development opportunities, food support for events, and the development of a Harriet's Kitchen food line that will be distributed throughout Albany County.

Describe the extent to which the COVID-19 pandemic increased or decreased demand for your services. As an option, you may attach to this application any optional information that supports you're the service increase or decrease being described below.

Under the COVID-19 pandemic the State of New York required all businesses, including non-profit museums and historical societies, to close from March of 2020 through August of 2020. During that time UREC had no visitors for tour experiences, no meetings, no public speaking, no community programming, and no fundraising events. The result was no income from these multiple sources. Income from these sources is an important part of the mix of fund generation strategies employed by UREC. The loss of revenue can never be made up. The pandemic impacted our summer Young Abolitionist Leadership Institute as well – reducing teen participation by half. It also made the program more difficult to conduct due to concerns for masking and sanitation. The community building and networking aspects of the work of UREC were not able to be realized through the pandemic. Some supporters with health concerns continue to remain absent from UREC programming due to the fears related to COVID transmission.

### Please select the grant opportunity you wish to apply to

Arts, Culture, and Tourism (ACT) Promotion Grants (Up to \$100,000)

# **Project Information – Promotion Grants**

### Please select whether the proposed project is new or existing

Creates a new initiative or project

Please provide a short summary of your proposed project including a project name, general description, total cost, reason(s) why you are pursuing the project and anticipated impact:

Project Name – Interpretive Center of Underground Railroad Education Center Total cost - \$8.5 million

Reasons for pursuit of this project - In order for Underground Railroad Education Center to continue to expand its outreach, share its empowering reinterpretation of underground railroad history and its relevance with us today, and attract travelers to Albany County, UREC needs a facility fully dedicated to programs, events, exhibits, film production and viewing, research, culinary, work force development, children's engagement, and the arts. General description - While Underground Railroad Education Center (UREC) focuses on the Underground Railroad period, this period reaches back to the earliest times of African people in this country and reaches forward, being a forerunner of later events while being the first civil rights movement in the United States.

The voices and experiences of local Black activists, placed in their national and international context, offers an empowering understanding of the role of Black abolitionists and freedom seekers proactively pursuing their right to "... life, liberty and the pursuit of happiness" (Preamble, Declaration of Independence). Through this reinterpretation Underground Railroad Education Center reveals the diversity and inclusivity of the American experience as exemplified in New York State.

Currently the only facility available to UREC is The Stephen and Harriet Myers Residence which was discovered by its co-founders and which is an award winning, documented Underground Railroad site that is, among other affiliations, listed on the National Register of Historic Places, an invited member of the International Coalition of Sites of Conscience, an accepted member of the National Park Service Network to Freedom, and an accepted member of the African American Civil Rights Network, and the only site in New York State that is open to the public that interprets this history from the perspective of a man born enslaved in New York State.

Underground Railroad Education Center's goals for the Interpretive Center include (1) providing a more effective space for the range of programming UREC provides, (2) expanding UREC's capabilities with respect to effective programming by providing a commercial kitchen, expanded storage space for artifacts and collections, a children's center for engaging young attendees at UREC programs, larger space for indoor programs, exhibits and more, (3) creating a facility that is environmentally friendly, (4) more effective use of the properties UREC owns to ignite excitement about the Underground Railroad story and its contemporary relevance, and provide an uplift to the community in which UREC finds itself, thus empowering people to be agents of change for an equitable and just society, (5) creating local jobs and job development experiences for area residents, and (6) expanding UREC's impact as a community anchor and tourist destination.

The Center will contain a geothermal infrastructure and be designed according to Living Building Challenge of Sustainability standards for green buildings which focuses on a regenerative built environment, thereby aligning with and meeting the zero-greenhouse gas emission standards set by New York State's Gov. Hochul. The building will incorporate surrounding green spaces which will be deliberately designed to enhance health benefits in the neighborhood. Construction documents are expected to be completed and go out to bid in December 2023, with building construction commencing May 2024 and concluding May 2025.

## What amount of funding is being requested?

\$100,000.00

Please describe the entity's capabilities to implement the project you propose including organizational structure, staff members involved, a summary of similar initiatives you have undertaken and the date they were completed:

Organizational structure – the co-founders continue to be invested in the success and sustainability of the organization. They provide the historic perspective to board and staff deliberations, helping others understand the back stories that preceded current activities and thinking and inform forward looking decisions. The UREC Board presently consists of 16 members who meet monthly via a hybrid format. Financials are presented and reviewed at each meeting, along with the Executive Director's report, committee reports, and any new and ongoing business that requires attention of the board. Board characteristics – 9 women, 7 men; 7 Black, 9 white; the youngest is 32, the oldest is 81; 4 are retired, 12 are employed; 4 are government employees, 6 are in private industry, 6 are educators. The staff is 9 people strong. Two are full-time, 4 are part-time, 3 are seasonal. Positions include Executive Director, Deputy Director, Family-Youth-Seniors Program Coordinator, Deputy Director Assistant, Grounds Manager, three Focus Group Facilitators. Additionally, UREC has a full-time volunteer Fiscal Administrator. Staff consists of 4 women and 5 men, 7 Black and 2 White. This is in addition to 69 volunteers who offer their services on a regular basis.

Similar initiative – UREC has responsibly managed \$2.1 million applied toward the exterior restoration and interior furnishing of The Myers Residence. This occurred between 2004 and 2023. UREC has successfully managed since its incorporation in 2003 over \$3 million in program funding. Beginning in April 2022 and continuing today, UREC is currently managing \$625,000 for architectural services that include architectural plans, construction drawings and site preparation leading to the initiation of construction of the Interpretive Center anticipated to begin in May 2024. The funding awarded through this ARPA grant would be applied to the \$8.5 million construction costs of the Interpretive Center of Underground Railroad Education Center.

Please describe, in detail, the impact your proposed project will have on Arts, Culture and/or Tourism in Albany County. Describe how your project will attract new visitors to Albany County. Where possible use metrics/estimates of impact (i.e. increased visitation etc.).

Aligned with Gov. Hochul's Black Travel Initiative, and with anticipated annual visitation of upwards of 10,000 people when the Interpretive Center is up and running, UREC would more than double its in-person contact hours, dramatically increasing the number of individuals coming into Albany County to engage with the county's arts, cultural and tourism attractions. The completion of the proposed project will allow for programmatic collaborations for which UREC currently has no space to accommodate. Collaborations are in progress with Albany Symphony Orchestra and Black Dimensions in Art. 'Voices and Votes: Democracy in America" exhibit sponsored by the Smithsonian is scheduled to be hosted at the Interpretive Center from November 2025 through January 2026. These collaboratively planned and implemented interactive exhibits with corresponding workshops and performances will attract visitors from Albany County and beyond. The completion of the proposed project will expand job opportunities

to Albany County residents to include such needed positions as culinary staff, admission and gift shop staff, grounds and security staff, librarian, and curator. It is expected that visitors will be drawn to Albany County to visit the Interpretive Center and will include architects, archeologists, builders, environmentalists, researchers, student groups, senior groups, adult groups variously affiliated, among others.

Programs to be held at the Interpretive Center that will attract visitors to Albany County, all of which will be thematically related to the Underground Railroad and its contemporary relevance focus of Underground Railroad Education Center, will include dance parties, lecture series, game nights, photo displays, visual arts exhibits, sculpture exhibits, "Voices and Votes: Democracy in America" exhibit from the Smithsonian, Timbuctoo exhibit from John Brown Lives!, Black Dimensions in Art designed exhibit, Albany Symphony Orchestra exhibit focusing on Black classical musicians, "Voices of Resilience in our Midst" teen designed exhibit, Operatic productions, Theatrical productions, Debates, Community Conversations, Children & Youth & Family programs, Culinary programs, Archival preservation and restoration workshops, Genealogy workshops, Archeology programs. Across a year's time these community facing programs could draw upwards of 10,000 visitors to Albany County. This would allow UREC to also promote other amenities in Albany County to a vast number of folks.

Community events, such as weddings and anniversary parties, will be able to use space in the Interpretive Center, bringing people into Albany County for the events as well as for accessing ancillary amenities related to the events, such as hotels and restaurants. UREC anticipates promoting the availability of event space such that there will be on average one event per month. This could bring 2400 people into Albany County.

New programs provide opportunities for increased promotion via audio-visual, print and social media platforms which will increase visitation to Albany County and access of its ancillary services. New programs mean reaching out to national and international markets beyond what is currently done.

Incorporating the pre-revolutionary war Dutch barn timber frame into the Interpretive Center will provide opportunities to link to Dutch and Afro-Dutch tourism and expand and enhance relationships already established with Dutch tourism providers and highlight Hudson Valley Dutch history. This could lead to at least 100 new visitors to Albany County.

For bicyclists, the Interpretive Center will provide the opportunity to enhance current bicyclists' attraction to the site and to organize and conduct more frequent bicycle tours highlighting Albany County's history and Underground Railroad activities. A bicycle rack is included in the Interpretive Center's architectural plans and is part of the Living Building Challenge certification being sought. The Interpretive Center, as well, will have space to house bicycles for rent. This could result in 500 new visitors to Albany County.

Additionally, the landscaping and green spaces and gardens accompanying the Interpretive Center will provide space for native species as well as a welcome, restful space for travelers and educational programing opportunities for visitors. Incorporating programming into this environment could lead to 600 new visitors to Albany County.

How will you track performance goals and define success? Include at least two key performance indicators and expected annual outcomes/impact during the reporting period (September 2023 - December 2026).

Two key performance goals include:

- (1a) For September 2023 May 2024 the conclusion of the design phase by June 2023 which includes architectural renderings and site testing, the production of construction documents July through November 2023, going out to bid in December 2023, selecting a construction company, and breaking ground May of 2024.
- (1b) For May 2024 May 2025 construction of the Interpretive Center leading to the grand opening in May 2025. (2) For May 2025 December 2026 a 300% increase in program offerings, from 12 to 35, with a corresponding
- 60% increase in visitor contact hours, from 7500 to 20,000.

Tracking of key performance goals:

- (1a-b) A predevelopment (pre-construction) schedule has been drafted by the architect of record which actually began with the concept stage begun in April of 2022. To date, UREC is on track with the schedule drafted by the architect of record according to the timeline noted above.
- (2) A count of implemented program offerings will be kept and entered into a central data collection system with the production of quarterly reports.

Contact hour tracking will be accomplished through the installation of a sensor monitor that will count every person who enters the Interpretive Center. As well, program delivery personnel will tally participants in each program and report to a central data collection system with production of quarterly reports.

Success - will be defined by achieving the proposed key performance indicators through comparison of the goals with the results, evaluating the results, and adjusting accordingly so as to sustain the work and impact of the Interpretive Center of Underground Railroad Education Center.

## What is the proposed project start date?

Construction is expected to begin May 2024

## What is the anticipated date of completion?

Construction is expected to be completed May 2025 with new program implementation to begin immediately upon completion

## Please provide key performance indicator(s) demonstrating anticipated results

| Indicator      | 2024   | 2025   | 2026  |
|----------------|--|--|---|
| Fundraising    | By 12/2024 will<br>have raised \$7<br>million  | By 5/2025 will have raised \$1.5 million   | By 12/2026 will have raised<br>another \$1 million to furnish the<br>Interpretive Center and support<br>expanded programming  |
| Programming    | By 12/2024 will have expanded youth and family programming by 100% each, will have expanded seniors programming by 50% - to be conducted at The Myers Residence  | By 12/2025 will have expanded youth and family programming by another 100% each, will have expanded seniors programming by another 50% - to be held at the Interpretive Center   | By 12/2026 will have expanded programming by 200% across all three categories, to be held at the Interpretive Center  |
| Collaborations | By 12/2024 will have arranged for a series of interactive exhibits along with programs and workshops that will begin a The Myers Residence and be expanded beginning in June 2025 into the Interpretive Center | June - August 2025 will have installed Albany Symphony Orchestra "Black Classical Musicians" exhibit with interactive workshops and performances; September - November 2025 will have installed Black Dimensions in Art exhibit with interactive workshops; November 2025 - January 2026 will install Smithsonian exhibit "Voice and Votes: Democracy in America" with interactive workshops | January - June 2026 will design with Young Abolitionist Leadership Institute teens "Voices of Resilience in Our Midst" exhibit with interactive workshops; July - October 2026 will install "19th Century Toys" exhibit with interactive workshops; beginning in September 2026 we will collaborate with Girl Scouts of NENY to hold Interpretive Center Camp-Ins on a monthly basis. |

# Please provide key project milestones inclusive of the anticipated timelines and descriptions

| Milestone      | Anticipated Timeline           | Task Description  |
|----------------|--------------------------------|---|
| Fundraising    | April 2022 -<br>June 2025      | Architectural plans will be completed, UREC will go out to bid. construction will commence by May 2024, grand opening is anticipated June 2025  |
| Programming    | June 2025<br>forward           | UREC will witness a 300% increase in program offerings, from 12 to 35, with a corresponding 60% increase in visitor contact hours, from 7500 to 20,000  |
| Collaborations | June 2025 -<br>January<br>2026 | Exhibits planned and installed with Albany Symphony Orchestra (June 2025-August 2025), Black Dimensions in Art (September 2025-November 2025), Smithsonian Institute (November 2025-January 2026) |

# If you are funding a multi-year initiative, please provide a breakdown of funding level per year below\*:

| 2023      | 2024      | 2025      | 2026      |
|-----------|-----------|-----------|-----------|
| 4,000,000 | 3,000,000 | 1,500,000 | 1,000,000 |

Describe how the funding will support a sustainable Arts/Culture/Tourism initiative that will continue to serve Albany County residents after ARPA funds have been exhausted.

The ARPA funding will contribute to the creation of an Arts, Culture and Tourism hub that plans to and is poised to

sustain itself, when ARPA funds are exhausted, through continued fundraising that will include grants, memberships, donations, revenue generating programs, and state and federal support. Revenue generating programs have been listed in another section of this application. Diversification of funding streams will continue to be pursued, always ensuring that the funding streams are aligned with the organizational mission.

Explain why ARPA Funds Are Needed to Complete the proposed program/project. Would the proposal be Possible Without ARPA Assistance? Describe how your proposal would be impacted if you are awarded a smaller grant than requested?

With an \$8.5 million construction budget for the Interpretive Center, ARPA support, combined with other funding sources, is extremely important to the successful completion of the construction of the Interpretive Center. Achievement of this goal of construction would be hindered without ARPA funding.

If a smaller award was made, UREC achievement of the project goal would be delayed, resulting in a negative impact on the community, Albany County, and on the Arts, Culture and Tourism industry.

### Tax Information

## Please upload Federal tax returns for 2019

• 2019-IRS-990-8.59MB-signed.pdf

#### Please upload Federal tax returns for 2020

• 2020-IRS-900-compressed.pdf

### Please upload Federal tax returns for 2021

• 2021-IRS990-and-char-500-signed.pdf

## If available, please provide your Unique Entity Identifier (UEI) from SAM.gov

SXADBM3E677

### **Risk Assessment**

Has the entity adopted and/or implemented policies relating to: records retention, conflict of interest, code of ethics, and/or nondiscrimination policies?

Yes

## If "Yes" above, please specify which policies have been adopted

All of the above have been adopted, implemented and in NYS Grants Gateway vault

# Is the entity properly insured?

Yes

# If "Yes" above, please specify which types of insurance(s) are held and the limit(s).

Workers' Comp, Disability, Directors and Officers, Paid Family Leave, General Property Liability

### Does the entity have a financial management system?

Yes

# If "Yes" above, please provide details about the financial management system.

QuickBooks is used for daily financial management.

25th Hour Accounting is the consultant bookkeeping service contracted by UREC.

Cusack and Company Certified public accountants prepare annual 990s and Reviews.

Monthly financial reports are made to the UREC Board of Directors that include Profit and Loss and Balance Sheet The most recent Accountants' Review is from 2022

## Has there been any change in the entity's key staffing positions in the last 2 years?

Yes

### If "Yes" above, please specify which position(s)

A part-time Deputy Director was hired in July 2022. A Family, Youth and Seniors Program Coordinator was hired in February 2023.

Has the entity previously done work for the Federal government (i.e. Is the entity experienced in managing Federal funds)?

No

The County is careful about identifying and avoiding conflicts of interest, especially with grants awarded through the County. A conflict of interest arises when a person's self-interest and professional interest or public interest intersect. In this situation, there is the potential for biased professional judgment and lack of objectivity which creates a serious conflict when one of the interests can benefit financially or personally from actions or decisions made in the official capacity. A conflict of interest exists whether or not decisions are affected by a personal interest; there only needs to be the possibility of bias for a conflict. If your organization knows of a possible conflict of interest with your application for funds please disclose that information here. Otherwise write "None."

"None"

### Certifications

## **US Treasury Reporting & Compliance Acknowledgment 1**

• I Have Been Provided a Copy and Understand the U.S. Treasury's Compliance and Reporting Guidance for State and Local Fiscal Recovery Funds (see link or PDF included at the top of page)

## **US Treasury Reporting & Compliance Acknowledgment 2**

 Should the County Allocate ARPA Funds, I am Able to and Pledge to Adhere to ALL Compliance and Reporting Requirements of the U.S. Treasury as it relates to any State and Local Fiscal Recovery Funds

## **US Treasury Reporting & Compliance Acknowledgment 3**

• I Understand the County Will Contact me if/when Additional Information is Needed and that Information will be Promptly Provided to the County to Support Reporting Requirements

### **US Treasury Reporting & Compliance Acknowledgment 4**

If for Any Reason I am Unable to Comply with the U.S. Treasury's Compliance and Reporting Requirements I
will Immediately Notify the County in writing by email or letter

# **US Treasury Reporting & Compliance Acknowledgment 5**

All Information Submitted in this Application is True & Accurate

## **Electronic Signature Agreement**

I Agree

# Type name

Paul Stewart