\*\*\*\*\*LETTER PRINTED ON COMMUNITY LETTERHEAD

AND SIGNED BY A COMMUNITY OFFICIAL\*\*\*\*\*

March 27, 2025

Kristen Koehlinger, Department Head

Resource Protection and Review

State Historic Preservation Office

800 East 17th Avenue

Columbus, Ohio 43211

Dear Kristen Koehlinger:

Re: Execution of the Programmatic Agreement for HUD-funded programs

Please find enclosed the Programmatic Agreement between Ohio’s State Historic Preservation Office (SHPO) and the **[full Grantee name, e.g. “City of Cincinnati” or “County of Summit”]** for programs that use funds originating from the U.S. Department of Housing and Urban Development for which HUD has delegated compliance responsibility pursuant to 24 CFR Part 58.

The **[shorthand reference, e.g. “City”, “County”, or “Village”]** has prepared the Programmatic Agreement following the instructions provided by SHPO, signed the Programmatic Agreement, and is forwarding it for your signature.

Please sign the Programmatic Agreement, keep a copy for your files, and return the original to us. We will email a copy of the executed Programmatic Agreement to the Advisory Council on Historic Preservation. Thank you.

Sincerely,

**[Name, Title]**

**[Department]**

**[Community]**

Enclosures:

Programmatic Agreement for HUD-funded programs signed by authorized community official

Copy:

**For non-entitlement** **communities, copy:**

Jennifer Griffin, ODOD, via email

JoLayne Morneau (non-entitlement communities), SHPO, via email: [section106@ohiohistory.org](mailto:section106@ohiohistory.org)

**For entitlement communities, copy:**

KieuLan Pham, HUD, via email: [kieulan.pham@hud.gov](mailto:kieulan.pham@hud.gov)

Rachel Krause (entitlement communities) SHPO, via email: [section106@ohiohistory.org](mailto:section106@ohiohistory.org)