

Month Day, Year

Sub-applicant name
500 Main Street
Any Town, Missouri xxxxx

Dear SEMA PROJECT MANAGER,

Due to our proposed hazard mitigation project being located in one of the 47 Missouri counties identified in Executive Order 12699 as being significantly susceptible to a potential earthquake seismic event, the following assurance is provided.

Pending the award of a safe room grant and by signature below, we assure that a specific stipulation will be included in the architectural engineering design contract and the ensuing construction contract that the safe room will be constructed to FEMA 361 and all other applicable federal, state and local construction standards but will also be designed and constructed in accordance to the standards referenced in the Executive Order 12699 and as mandated in the Missouri Revised Statutes, Chapter 319, Section 319.200. At a minimum the design and construction of the safe room will meet the standards of the 1990 or later edition of either the uniform building code or the building officials code and administrators code.

To verify adherence to the aforementioned mandated design and construction standards, periodic site inspections during key phases of the construction process will be completed. The inspections will be documented by industrial standard inspection reports. The inspection reports will be retained on file for grant documentation, audit, and closeout purposes.

Sincerely,

John Doe
Sub-applicant CEO