

Date

RE: Fiduciary Letter of Agreement

Dear Wayne Metropolitan Community Action Agency:

Per your request, this letter is being sent to acknowledge that **Fiduciary Name** agrees to be the fiduciary for **Organization Name** for the Neighborhood Beautification Grant Program for the amount of **Enter grant amount here**.

The roles and responsibilities for each entity in the fiduciary agreement are listed out below:

- **[Entity Name]** is responsible for project implementation
- **[Entity Name]** is responsible for reporting
- **[Entity Name]** is responsible for fund disbursement
- **[Entity Name]** is responsible for purchases
- **[Entity Name]** is responsible for permitting expectations
- **[Entity Name]** is responsible for Grant Coordinator interactions.

Organization Name understands they are ultimately responsible for all other aspects of the Neighborhood Beautification Grant Program and this attachment will not supersede any program or fiscal reporting or compliance required in the Agreement.

If you have any questions or need additional information, please feel free to contact me at **Fiduciary Email** or **Fiduciary phone number**

Sincerely,
Fiduciary contact person
Fiduciary Organization

For: **Organization Name**

(Signature)

Name:

Title:

Date:

For: **Fiduciary Name**

(Signature)

Name:

Title:

Date: