**ORGANIZATION LETTERHEAD**

**Subject:** Required Statements for Financial Proposal/Project titled – [insert ***Project Title]***

Below is a complete list of all Required Statements in regard to our submitted proposal/project titled***, [insert Project Title]***

1. **Certification Regarding Fishing/Hunting**

All proposals must include the following fishing/hunting certification as required by law (16 U.S.C. 669h-2 and 16 U.S.C. 777m):

By submitting this proposal, the organization’s primary contact and/or authorized representative identified in this grant application certifies that [insert your ***Organization Name]*** (1) will not use the grant funds to fund, in whole or in part, any activity that promotes or encourages opposition to the regulated hunting or trapping of wildlife or the regulated taking of fish; and (2) that the grant funds will not be used, in whole or in part, for an activity, project, or program that promotes or encourages opposition to the regulated hunting and trapping of wildlife, the regulated taking of fish or recreational shooting.

1. **Single Audit Reporting Statement**

Indicates whether the organization was required to submit a Single Audit (2 CFR 200.502) report for the most recently closed fiscal year, whether that report is available and where it can be found. Choose one of the following:

* 1. A **[insert your organization type]** that was required to submit a Single Audit report for the organization's most recently closed fiscal year and that report **is not available** on the Federal Audit Clearinghouse Single Audit Database website.
	2. A **[insert your organization type]** that was optional to submit a Single Audit report for the organization's most recently closed fiscal year.
	3. A **[insert your organization type]** that was required to submit a Single Audit report for the organization's most recently closed fiscal year and that report **is available** on the Federal Audit Clearinghouse Single Audit Database website. The report is filed under the EIN of **[insert EIN]**.
1. **Pre-award Costs**

There are no pre-award costs being requested for this project.

1. **Overlap/Duplication Statement**

Applicants must state if the activities, costs, or time commitment of key personnel proposed in this application overlap with those in any other Federal proposal or award or not. If any overlap exists, provide:

* + - **Activities**: Description any overlapping activities.
		- **Costs**: Description of any overlapping costs.
		- **Time**: Description of any overlapping key personnel time.
		- A copy of any overlapping or duplicative proposal submitted to any other potential funding entity.
		- Details on when any overlapping proposal was submitted, to whom (entity name and program), and the expected date of the funding decision.

***If no overlap or duplication exists, include the following statement:***

There are no overlaps or duplications between this application and any of our other Federal applications or funded projects, including key personnel activities, costs, or time commitments.

We understand that if at any time we receive funding from another source that is duplicative of the funding we are requesting from the U.S. Fish and Wildlife Service in this application, we will immediately notify the U.S. Fish and Wildlife Service point of contact identified in this Funding Opportunity in writing.

Thank you,

Signed by

Date Signed