



January 7, 2025

Lisa Heineman, CDBG Program Manager
Department of Economic Development
245 Fallbrook Blvd, Suite 002
Lincoln, Nebraska 68521

**Re: City of Crete, NE
CDBG Grant #24PWI004**

Dear Ms. Heineman:

I certify that the City of Crete is a member of the Southeast Nebraska Development District (SEND) and has contracted with them to be the grant administrator for the CDBG Grant #24PWI004 project. Initially, James Owens, Community Development Specialist, will be the SEND CDBG Certified Administrator assigned to this project, and will also serve as the recipient grant manager. Mr. Owens's certification is valid until December 31, 2026.

Any changes that are made in grant administrators will be reflected in the Subrecipient Information form within AmpliFund. Please contact myself, or Mr. Owens, should you have any questions regarding this matter.

Sincerely,

David Bauer
Mayor