

## EXHIBIT IV – BABA

### BUILD AMERICA, BUY AMERICA ACT GENERAL WAIVER REQUEST LETTER TEMPLATE

The following information is provided as an example letter template of a general waiver request for BABA compliance. The grantee should keep this letter and the project manager’s approval/disapproval housed in the project files and update the Project Items BABA Status Worksheet as applicable.

**\*Written on the grantee’s official letterhead\***

*Date*

*Grantee Name*

*Project Name*

*City/County Office Address*

*City, State Zip*

**Subject: Build America, Buy America Small Grants Waiver Request (*project name and location of project*)**

Dear CDBG Project Manager,

The City of “Name” is requesting a Build America, Buy America (BABA) Small Grants waiver as the total project cost is less than \$XXX,XXX.XX.

Sincerely,

Mayor/Chairman Name

Mayor/Chairman, City of “Name”/County