**Template: Property Owner Consent Letter to Project and Possible Easement**

**Owner consent to the project and commitment to a preservation easement or preservation agreement (if applicable) is required for the project to be eligible for a grant.** **Failure to submit the required letter using the required language will result in your application being ineligible for funding.** Using the sample text provided on the following page, create a letter to be signed by the property owner or the authorized officer of the property owner organization. The first paragraph of the sample letter MUST be included in your letter. Choose the appropriate paragraph regarding fee-simple interests in the property and delete the other one.

For more information about easements and preservation agreements, see the [AAHPP grant guidelines](https://mht.maryland.gov/documents/PDF/grants/AAHPP_grant_guidelines.pdf).

[print on the owner’s letterhead and update the date]

Johnnytown Historical Society

P.O. Box 1

Johnnytown, MD 00000

**April 15, 2024**

**Taylor Means**

**Research & Preservation Specialist Lead**

**Maryland Commission on African American History and Culture**

**c/o Maryland Historical Trust**

**100 Community Place**

**Crownsville MD 21032**

**Dear Ms. Means,**

**As the owner(s) of the property located at [insert property’s physical address including street number/name, city, and zip code], for which an African American Heritage Preservation Program grant is being sought, I/we confirm my/our willingness to support the project and convey to the Maryland Historical Trust or other eligible entity a preservation easement or easement modification on the property or enter into a preservation agreement. I/we understand that my/our confirmation is a requirement of the grant application and that the preservation easement or preservation agreement imposes a financial obligation upon the property owner(s) and a legal encumbrance/lien upon the easement property.**

[The letter must also identify all less-than-fee simple interests (mortgages, leases, mineral rights, reversionary interests, etc.) in the property. Your letter MUST include ONE of the two paragraphs below:]

**I/we hereby confirm that there are no less-than-fee simple interests (mortgages, leases, mineral rights, reversionary interests, etc.) in the property.**

OR

**I/we hereby confirm the following less-than-fee simple interests in the property:**

* **Loan from Bank of Johnnytown, $5,000**
* **Lease agreement with Johnnytown Toy Museum**

[The letter must be signed by an authorized officer of the property owner organization; substitute their mailing information for the sample below.]

  **Sincerely,**

 **Johnny Q. Johns**

 **President, Board of Trustees**

 **Johnnytown Historical Society**