

Date: 3/14/2023

To:

Mike Surprenant

Houghton Lake Improvement Board

1145 Long Point, Houghton Lake, MI 48620

MSU Extension values the partnership with you and our commitment to civil rights as an agency funded in part by federal USDA funding. To verify that we are true to our values and to document our efforts for our federal partner, we also need to ask those who partner with us to certify they do not discriminate. Therefore, organizations receiving MSU Extension services and materials that collaborate with MSU Extension to deliver educational programs are asked to complete and return this form. We thank you for your time and effort in completing this form.

MSU is an affirmative-action, equal-opportunity employer, committed to achieving excellence through a diverse workforce and inclusive culture that encourages all people to reach their full potential. Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, or veteran status.

As part of its Civil Rights responsibilities, MSUE is obligated by The United States Department of Agriculture (USDA) to have an annually signed statement of non-discrimination from organizations using its services and/or collaborating to deliver programs. Because of this mandate and the foregoing Equal Opportunity statement, MSU Extension cannot offer substantive assistance to, or program with, organizations that are not open to all on the same basis as MSUE. If your organization's services are open to others in this manner, please complete, sign and return this document to:

(Kelsey Bockelman, bockelm4@msu.edu; Aquatic Invasive Species Educator, 775 Ball Ave NE, Grand Rapids, MI 49503)

Certification:

Organization Name: Houghton Lake Improvement Board

Print Name and Title: KYAN BASSE

Email address: LYNABASSE@YAHOO.COM

Authorized Signature: [Signature]

Date

04/05/2023

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MSU EXTENSION Human Resources



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Michigan State University, U.S. Department of Agriculture and counties cooperating.

MSU Extension reserves the right to discontinue, modify or withhold any payments to be made under this grant award or to require a total or partial refund of any grant funds, if it, in MSU Extension's sole discretion, such action is necessary: (1) because Grantee has not fully complied with the terms and conditions of this grant; (2) to protect the purpose and objectives of the grant or any other activities of MSU Extension; or (3) to comply with any law or regulation applicable to the Grantee, to MSU Extension, or this grant. On behalf of Grantee, I understand and agree to the foregoing terms and conditions of the Michigan Clean Boats, Clean Waters grant, and hereby certify my authority to execute this agreement on Grantee's behalf.

Signature: _____

Printed Name: _____

Title: (CHAIRMAN) HOUGHTON LAKE IMPROVEMENT BOARD

Date: 04/05/2023

Grant Reimbursement Information

Payment will be issued to Grantee via a one-time payment after all expenses are incurred and a narrative report has been received. Please confirm where a reimbursement check should be mailed.

Note: A signed copy of a W-9 must be submitted to process the payment. The W-9 on file must be for the organization whose name appears on the reimbursement check.

Make check payable to: Houghton Lake Improvement Board

Remit payment to (address):

P.O. Box 843

Houghton Lake, MI 48629

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. **Houghton Lake Improvement Board**

2 Business name/disregarded entity name, if different from above.

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership)

Other (see instructions)

Non Profit

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check another LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is a single-member LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from FATCA reporting code (if any)

5 Address (number, street, and apt. or suite no.) See instructions. **PO Box 843**

6 City, state, and ZIP code **Houghton Lake, MI 48629**

7 List account number(s) here (optional)

Requester's name and address (optional)

Applies to accounts maintained outside the U.S.

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other TINs, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see What Name and Number To Give the Requester for guidelines on whose number to enter.

Social security number: **38-3569660**

Employer identification number: **38-3569660**

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation or debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other returns reportable on an information return. Examples of information include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)

Signature of U.S. person

[Handwritten Signature] Date **4-5-23**

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.