**CERTIFICATION OF MAINTENANCE RESERVE EXPENDITURES FOR FY 2024**

(To be signed by agency head or deputy to whom director of capital or architectural/engineering department, or the equivalent thereof, reports)

I certify that all expenditures in FY 2024 from appropriations for maintenance reserve available to this agency were made on projects in compliance with the guidelines in the 2024 Capital Budget Request Instructions and provisions of the 2023 Appropriation Act. This means that any necessary exceptions to the minimum or maximum limits for single projects or other required authorization was provided and that expenditures met one of the following criteria:

* Repair or replacement of functionally obsolete, damaged, or inoperable built-in equipment such as elevators, furnaces, plumbing fixtures, air conditioning, and ventilation;
* Repair or replacement of components of a plant, such as exterior wood, masonry, ceilings, floors, floor coverings, doors, windows, roofs, sidewalks, parking lots, fencing, and exterior lighting;
* Repair or replacement of existing utility systems, such as steam lines, natural gas, air, electrical, water, and sewer;
* Correction of problems resulting from erosion and drainage;
* Work related to handicapped access, energy conservation, building and safety codes compliance, safety and security, lead paint abatement, or asbestos correction; or
* Other activities specifically authorized in the Appropriation Act.

To the best of my knowledge, all necessary roof repairs for buildings under the control of this agency have been prioritized for the use of maintenance reserve funding and have been accomplished or are in the process of being accomplished.

Agency Name and Number:

Signed: Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name:

Title: