

**Murray-Hayden Urban Parks and Youth Service Program  
Performance Bond and Deed of Trust Information**

March 26, 2003

The Office of Grants and Local Services determined that our requirement for Performance Bonds, Promissory Notes and Deeds of Trust can not be evenly and equitably applied to all projects and programs. Effective immediately, the Office of Grants and Local Services (Office) will not require non-profit organizations to provide a Performance Bond, Promissory Note and Deed of Trust for projects funded from the Park Bond Act of 2000.

If everything else is in order, we will process your contract immediately. Payment requests will be processed once the contract has received final approval. If you are in the process of acquiring, or have acquired a Performance Bond, Promissory Note or Deed of Trust, costs that you have incurred to date relative to these documents are eligible for reimbursement. These costs remain subject to the 25 percent cap on pre-acquisition and non-construction costs.

The Office of Grants and Local Services is pleased to simplify the process for your project and apologizes for any inconvenience the change in requirements may have caused. The Office looks forward to working with you to ensure that your project is a success.

If you have any questions, please see the Murray-Hayden Urban Parks and Youth Service Program Procedural Guide or call your Project Officer at (916) 653-7423.