



Sample
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COUNTY OF ERIE

MARK C. POLONCARZ
COUNTY EXECUTIVE

September 17, 2012

[Redacted], Executive Director
[Redacted]
[Redacted]
[Redacted]

Dear [Redacted]

As you know, in 2011, your organization received \$50,000 from Erie County for capital projects as stated in Exhibit A of the organization's contract. Pursuant to Legislative Resolution COMM. 18E-21 (2011) dated September 15, 2011 (enclosed), each organization that received funding must submit a written report to the Clerk of the Erie County Legislature with supporting documents indicating:

- How the grant received pursuant to the resolution was spent;
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- Timeframe within which the grant funds received were expended;
- Whether there is a remaining balance of grant funds.

These reports were to be submitted by December 31, 2011. Our records indicate that your organization has not yet submitted these documents. Please submit them by October 12, 2012 to the following:

Robert M. Graber
Clerk of the Erie County Legislature
92 Franklin Street – 4th Floor
Buffalo, NY 14202

Joan Braciak
Erie County Dept. of Environment & Planning
95 Franklin Street – 10th Floor
Buffalo, NY 14202

If you have any questions, contact Joan Braciak at (716) 858-6716 or Joan.Braciak@erie.gov.

Very truly yours,

Maria R. Whyte
Maria R. Whyte
Commissioner

MRW:jmb

Enc.

cc: Brian Bray, Legislative Liaison, Erie County Executive
Betty Jean Grant, Chairperson, Erie County Legislature
Robert M. Graber, Clerk of Erie County Legislature



COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

September 17, 2012

Anthony C. Conte, Executive Director
710 Main Street, Inc.
PO Box 1130
Buffalo, NY 14205

Dear Mr. Conte:

As you know, in 2011, your organization received \$50,000 from Erie County for capital projects as stated in Exhibit A of the organization's contract. Pursuant to Legislative Resolution COMM. 18E-21 (2011) dated September 15, 2011 (enclosed), each organization that received funding must submit a written report to the Clerk of the Erie County Legislature with supporting documents indicating:

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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

September 17, 2012

Ms. Reine Hauser, Executive Director
Graycliff Conservancy
PO Box 823
Derby, NY 14047

Dear Ms. Hauser:

As you know, in 2011, your organization received \$50,000 from Erie County for capital projects as stated in Exhibit A of the organization's contract. Pursuant to Legislative Resolution COMM. 18E-21 (2011) dated September 15, 2011 (enclosed), each organization that received funding must submit a written report to the Clerk of the Erie County Legislature with supporting documents indicating:

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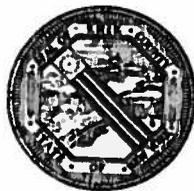
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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

September 17, 2012

Fortunato Pezzimenti, Producing Director
Irish Classical Theatre Company
625 Main Street
Buffalo, NY 14203

Dear Mr. Pezzimenti:

As you know, in 2011, your organization received \$50,000 from Erie County for capital projects as stated in Exhibit A of the organization's contract. Pursuant to Legislative Resolution COMM. 18E-21 (2011) dated September 15, 2011 (enclosed), each organization that received funding must submit a written report to the Clerk of the Erie County Legislature with supporting documents indicating:

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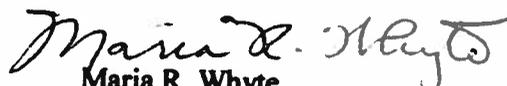
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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

September 17, 2012

Linda J. Hastreiter, President
The Iron Island Preservation Society of Lovejoy, Inc.
998 Lovejoy Street
Buffalo, NY 14206

Dear Ms. Hastreiter:

As you know, in 2011, your organization received \$50,000 from Erie County for capital projects as stated in Exhibit A of the organization's contract. Pursuant to Legislative Resolution COMM. 18E-21 (2011) dated September 15, 2011 (enclosed), each organization that received funding must submit a written report to the Clerk of the Erie County Legislature with supporting documents indicating:

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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

September 17, 2012

David Fillenwarth, Executive Director
Lancaster New York Opera House, Inc.
21 Central Avenue
Lancaster, NY 14086

Dear Mr. Fillenwarth:

As you know, in 2011, your organization received \$50,000 from Erie County for capital projects as stated in Exhibit A of the organization's contract. Pursuant to Legislative Resolution COMM. 18E-21 (2011) dated September 15, 2011 (enclosed), each organization that received funding must submit a written report to the Clerk of the Erie County Legislature with supporting documents indicating:

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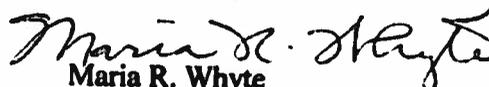
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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

September 17, 2012

Molly Bethel, Director
Locust Street Neighborhood Art Classes, Inc.
138 Locust Street
Buffalo, NY 14204

Dear Ms. Bethel:

As you know, in 2011, your organization received \$50,000 from Erie County for capital projects as stated in Exhibit A of the organization's contract. Pursuant to Legislative Resolution COMM. 18E-21 (2011) dated September 15, 2011 (enclosed), each organization that received funding must submit a written report to the Clerk of the Erie County Legislature with supporting documents indicating:

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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

September 17, 2012

Saul Elkin, Executive Director
Shakespeare in Delaware Park, Inc.
P.O. Box 716
Buffalo, NY 14205

Dear Mr. Elkin:

As you know, in 2011, your organization received \$50,000 from Erie County for capital projects as stated in Exhibit A of the organization's contract. Pursuant to Legislative Resolution COMM. 18E-21 (2011) dated September 15, 2011 (enclosed), each organization that received funding must submit a written report to the Clerk of the Erie County Legislature with supporting documents indicating:

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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

September 17, 2012

E. Seth Wochensky, Executive Director
Springville Center for the Arts
Springville, NY 14141

Dear Mr. Wochensky:

As you know, in 2011, your organization received \$50,000 from Erie County for capital projects as stated in Exhibit A of the organization's contract. Pursuant to Legislative Resolution COMM. 18E-21 (2011) dated September 15, 2011 (enclosed), each organization that received funding must submit a written report to the Clerk of the Erie County Legislature with supporting documents indicating:

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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

September 17, 2012

Robert H. Brunschmid, Executive Director
Theatre of Youth
206 Allen Street
Buffalo, NY 14201

Dear Mr. Brunschmid:

As you know, in 2011, your organization received \$50,000 from Erie County for capital projects as stated in Exhibit A of the organization's contract. Pursuant to Legislative Resolution COMM. 18E-21 (2011) dated September 15, 2011 (enclosed), each organization that received funding must submit a written report to the Clerk of the Erie County Legislature with supporting documents indicating:

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COUNTY OF ERIE

MARK C. POLONCARZ

COUNTY EXECUTIVE

September 17, 2012

Richard Kegler, Acting Executive Director
Western New York Book Arts Collaborative
468 Washington Street
Buffalo, NY 14203

Dear Mr. Kegler:

As you know, in 2011, your organization received \$50,000 from Erie County for capital projects as stated in Exhibit A of the organization's contract. Pursuant to Legislative Resolution COMM. 18E-21 (2011) dated September 15, 2011 (enclosed), each organization that received funding must submit a written report to the Clerk of the Erie County Legislature with supporting documents indicating:

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Very truly yours,

A handwritten signature in cursive script, appearing to read "Maria R. Whyte".

Maria R. Whyte
Commissioner

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