**Template for Confirmation Letter of Applying Agency**

**Agencies applying for certification must complete and submit this letter to WASPC on agency letterhead**

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Dear Executive Director Strachan:

This letter confirms that, to the best of my knowledge, Click or tap here to enter text. meets certain use-of-force eligibility requirements, set forth by the U.S. Department of Justice, for discretionary federal grants. With this confirmation letter, our agency likewise respectfully requesting credentials from the Washington Association of Sheriffs and Police Chiefs (WASPC), certifying compliance with the U.S. Department of Justice’s Standards for Certification on Use of Force and Safe Policing for Communities.

I have reviewed the Presidential Executive Order on Safe Policing for Safe Communities, dated June 16, 2020, Executive Order No. 13929 (the “Executive Order on Safe Policing”). I understand that, based on the Executive Order on Safe Policing, the U.S. Department of Justice’s discretionary grant funding is only available to state, local, and university or college law enforcement agencies that have obtained (or are in the process of seeking) credentials certifying that they meet certain standards on use of force. I further understand that the Executive Order on Safe Policing empowers the U.S. Attorney General to designate independent credentialing bodies — such as WASPC — to certify that a law enforcement agency meets the conditions of eligibility for federal grants.

After reviewing the U.S. Department of Justice’s Standards for Certification on Safe Policing for Communities and Click or tap here to enter text. policies, we have determined that our agency meets the following mandatory conditions for certification:

1. Our agency’s use-of-force policies adhere to all applicable federal, state, and local laws; and
2. Our agency maintains use-of-force policies that prohibit the use of choke holds, except in those situations where the use of deadly force is allowed by law.

Because we believe that we meet the criteria above, we respectfully request that WASPC please include Click or tap here to enter text. within its database of certified law enforcement agencies. Please provide Click or tap here to enter text. name to the U.S. Department of Justice with other eligible agencies.

I am providing the following information to WASPC for grant funding purposes:

1. Originating Record Identifier (ORI): **Click or tap here to enter text.**  
   *This number is assigned by the FBI for crime reporting purposes.*
2. Employee Identification Number (EIN): **Click or tap here to enter text.**  
   *This number is assigned by the IRS for tax reporting purposes. The EIN can be found on a W2, payroll statement, or by contacting your finance department.*
3. Data Universal Number System (DUNS): **Click or tap here to enter text.**  
   *A DUNS number is a unique nine or thirteen digit sequence recognized as the universal standard for identifying and keeping track of entities receiving federal funds and should be available on past federal funding documentation.* ***If you have never received federal funding, please indicate in this section***

If you would like to discuss further, please do not hesitate to contact me email Click or tap here to enter text. or by phone at Click or tap here to enter text. .

Sincerely,

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.