[Date]

State Historic Preservation Officer

Historic Preservation Division

Bataan Memorial Building

407 Galisteo Street, Suite 236

Santa Fe, NM 87501

RE: [Property Address]

To Whom It May Concern,

This letter is to inform you that the New Mexico Mortgage Finance Authority (MFA) and [Agency name] is proposing to rehabilitate a [number]-bedroom, [number]-bathroom home, built in [year], at the above-referenced property. Since the proposed repair and financing will involve federal funds, it is required that a review in accordance with Section 106 of the National Historic Preservation Act and its implementing regulations, 36 CFR Part 800, be conducted and that clearance or guidance be provided.

The funding assistance will be used to bring the home up to code, including essential improvements that are non-luxury in nature, energy-saving improvements, hazard reduction, disabled persons accessibility, and repair or replacement of major housing systems. Enclosed is a map of the location site with exact location(s) and photographs. Rehabilitation activities will include: [types of rehabilitation activities]. There will be no ground disturbance associated with the undertaking. Based on our research of the National Register of Historic Places, it is believed that the home has no historical value or significance.

If there are any questions or if further information is needed, please contact [Program contact] at 505-\_\_\_-\_\_\_\_or [email].

Thank you for your time and consideration,