



Build America, Buy America Act Cognizant Agency Letter Template

The following information is provided as an example of a Cognizant Agency letter responsible for the BABA compliance. The "Cognizant Agency" is the federal agency that provides the highest amount of Federally Funded Assistance for an infrastructure project that is funded by multiple Federal agencies. This agency is responsible for coordinating with other Federal or pass-through awarding agencies, ensuring uniform waiver criteria, reducing duplicative efforts, and minimizing burdens on recipients.

The cognizant agency letter should be provided to OCRA if another agency is designated as the cognizant agency for an infrastructure project. This letter must be provided on the agency's letterhead.

Cognizant Agency Logo

Memorandum

Date: *Month, date, year*

RE: Build America, Buy America Cognizant Agency

To: OCRA CDBG Director

The (local unit of government) was awarded funding from the (Cognizant Agency Program) on (Date of Award) in the amount of (amount of award) sourced from (Type of federal allocation) for a (project type).

Per the federal source for the current (local unit of government) project, (Cognizant Agency name) is contributing approximately (percentage) toward the total cost of the project. Therefore the (Cognizant Agency) is the BABA cognizant agency for the project.

(Use this space to provide information regarding the federal agency's applicable waivers and any applicable citation and/or cognizant agency BABA requirements). The (local unit of government) (Cognizant Agency BABA requirements).

Signature of Cognizant Agency Representative

Printed Name of Cognizant Agency Representative



Professional title

Email:

Phone number: