MONADNOCK REGION COMPLETE STREETS IMPLEMENTATION GRANT, 2021

**Template Letter of Support**

***Instructions***

*The text shaded in yellow is for the town or city to fill in. The letter must be signed by the governing body or an authorized representative of the governing body. Please use the Town/City letterhead and provide in a file separate from other items in the application.*

**Sample Letter of Support**

[Date]

Monadnock Alliance for Sustainable Transportation

c/o Southwest Region Planning Commission

37 Ashuelot Street

Keene, NH 03431

Dear Monadnock Alliance for Sustainable Transportation:

The [Town/City Name] expresses its support for the recently submitted Non-infrastructure Application for a Monadnock Region Complete Streets Implementation Grant. [Please briefly describe why the Town/City supports the grant application. Describe how the Town/City will implement the public outreach and education proposed in the project application.]

If selected for funding under the Monadnock Region Complete Streets Implementation Grant, the [Town/City] commits to completing the project as proposed by December 31, 2022, to provide documentation public outreach activities to SWRPC by December 31, 2023. The Town/City also understands that SWRPC will withhold reimbursement of at least 10% of the grant award until full documentation of performance measure and public outreach activities are submitted to SWRPC.

Furthermore, the [Town/City] understands that Southwest Region Planning Commission (SWRPC) is serving in an administrative capacity in overseeing the use of grant funds on behalf of Monadnock Alliance for Sustainable Transportation. If selected for funding, the [Town/City] agrees to sign a release which will hold MAST and SWRPC harmless in the use of grant funds.

Signed,

[Town Select Board/City Council]