

ATTACHMENT A: TEMPLATE LETTER OF SUPPORT

MONADNOCK REGION COMPLETE STREETS IMPLEMENTATION GRANT, 2024

Template – Non-Infrastructure Application Sample 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.

[Date]

Monadnock Alliance for Sustainable Transportation
c/o Southwest Region Planning Commission
37 Ashuelot Street
Keene, NH 03431
completestreets@mastnh.org

Dear Monadnock Alliance for Sustainable Transportation:

The [Town of/City of] 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].

If selected for funding under the Monadnock Region Complete Streets Implementation Grant, the [Town of/City of] commits to completing the project as proposed by December 31, 2025, including the status and outcome of proposed public outreach activities. The [Town of/City of] also understands that Monadnock Alliance for Sustainable Transportation (MAST) will withhold reimbursement of at least 10% of the grant award until full documentation of public outreach activities are submitted.

Furthermore, the [Town of/City of] understands that Cheshire Medical Center (CMC) and Southwest Region Planning Commission (SWRPC) are serving in an administrative capacity in disbursing grant funds on behalf of MAST. If selected for funding, the [Town of/City of] agrees to sign a release which will hold MAST, CMC and SWRPC harmless in the use of grant funds.

Signed,

[Town Select Board/City Council]