

SAMPLE LETTER OF PARTNERSHIP COMMITMENT TEMPLATE

EPA Solar for All EPA-R-HQ-SFA-23-01

INSTRUCTIONS: Please download, edit and prepare on your letterhead, sign and save as a pdf.

Return to (insert point person and email for your organization) no later than

Based on the template, please revise, embellish, change, etc., to more closely reflect your organization's mission, unique personality and add whatever comments related to this initiative you think are appropriate.

Thank you for your commitment.

[Date] - Use organizational letterhead as appropriate

U.S Environmental Protection Agency
Office of the Greenhouse Gas Reduction Fund
1200 Pennsylvania Avenue, N.W.
Washington, DC 20460

Enter the name and address of the applying organization

RE: Letter of Commitment for the EPA Solar for All Grant Program

Dear [point person/addressee],

[IDENTIFY PARTNER AND PROJECT] is very committed to partnering with [insert applying org name] and other partner organizations to create and implement a _____ (insert details about the project).

[PARTNER CAPABILITIES AND ACCOMPLISHMENTS]

[STATEMENT OF ISSUE/OPPORTUNITY] We are aware that strong community partnerships and networks are needed to design and manage the proposed program to advance environmental and public health issues in the region. We are committed to prioritizing all disadvantaged and underserved communities within urban, rural and tribal communities.

[SPECIFIC PARTNER ROLES AND RESPONSIBILITIES] As a partnering organization we agree to:

Insert Commitment Examples from the RFP. tailor to your organization.

IF: Letters of support from public utility commissions, utilities, governor's offices, lead sponsors on legislative text, or other evidence of support for the proposed scope of work

THEN: language that refers to enabling low-income and disadvantaged communities to deploy and benefit from residential rooftop and residential-serving community solar and storage.

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IF: *Letters of support from potential partnerships with community-based organizations, unions, industry associations, workforce development programs, worker centers*

THEN: *language referring to support deployment and technical assistance*
-OR- *language referring to supporting equitable access and meaningful involvement*

- **[IF APPLICABLE]** We plan to finance our activities from.....

Should this funding request be successful, we look forward to working with you on this valuable project beginning in early 2024. Please let us know how we may be of additional assistance.

Sincerely,

[signature required]

Name

Title

Contact Info