MUNICIPALITY LETTERHEAD

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nick Angarone

New Jersey Department of Environmental Protection

Coastal Management Program

Office of Coastal and Land Use Planning

P.O. Box 420 Mail Code 401-0420

Trenton, NJ 08625-0420

Subject: Resilient NJ Grant Program Opportunity -

Authorization and Letter of Intent to Participate - [Municipality Name]

Dear Mr. Angarone:

Per the requirements of the Notice of Fund Availability (NOFA) published in the NJ Register on May 21, 2018, [Municipality Name] is committed to participating in the Resilient NJ Planning Grant Program to undergo a comprehensive planning approach to identify and address vulnerabilities to increased flood risk, protection of environmental resources, and promotion of sustainable/smart growth development. By way of this letter, [Municipality Name]agrees to the following:

* Fulfill the requirements of the NOFA as a Regional Team member by:
  1. Supporting the Regional Team Prime in their role as the single entity representing the region and who is responsible for coordinating the activities of each team member to complete the regional action plan
  2. Actively participating in Program meetings and activities;
  3. Providing review and feedback on draft products and final deliverables
  4. Submit to the Regional Team Prime timesheets, receipts, and other documents necessary to support requests for reimbursement when requested, on a monthly basis
* Attendance at all meetings
* Engage and participate in outreach efforts
* Provide data and information as requested
* Identify potential resilience projects and initiatives
* Provide meeting support, space, and resources

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Signature & Title of Responsible Party)

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(Print name)