

SAMPLE LETTER OF COMMITMENT

[Insert letter on organization/agency letterhead]

[Insert date]

RREO Grant Program
Colorado Department of Public Health and Environment
4300 Cherry Creek Drive South
Denver, CO 80246

Re: Letter of Commitment to Develop a Hub-and-Spoke Recycling System in Southeast Colorado

To Whom It May Concern:

I am writing to express my support for the Triple R, Inc. RREO grant application to develop a Hub-and-Spoke recycling network in southeastern Colorado.

[Insert organization name and description of organization]

{*EXAMPLE – ORGANIZATION is a 501 (c)(3) non-profit organization that provides a wide array of waste diversion services in the region, including curbside recycling service.*}

In the event the proposed project is funded by CDPHE, [Insert organization name] anticipates that we will be able to provide the following services, with the understanding by all parties involved that these commitments are not legally binding.

- [Insert name and description of service] *Describe how your organization or business will help develop and sustain the Hub-and-Spoke recycling system being proposed.*

[Insert organization name] is excited to support this proposal by Triple R, Inc. by potentially leveraging the following resources: [Describe any resources you may be able to commit as part of the proposed project] We will work collaboratively with Triple R, Inc. to ensure our goals are aligned with the goals of the grant proposal, including efforts to track and report on outcomes. We believe our involvement will significantly improve the availability of recycling service in the region and we look forward to working with Triple R, Inc. on this exciting endeavor.

Sincerely,

INSERT NAME
INSERT POSITION