Date

Idaho Rural Economic Development Professionals Grant Program  
c/o Idaho Department of Commerce  
PO Box 83720   
Boise ID 83720:

RE: Financial Support for (Insert Name of Economic Development Program Here)

Dear Evaluators:

The purpose of this letter is to confirm that (Insert name of City, County or Donor Here) is committed to providing (Insert dollar amount here) for the (Insert name of Economic Development Program Here). These funds will be made available to the program on (Insert Date Here) and maybe used for operating expenses (If the donation is for a specific purpose or contains any restrictions list those here).

If you have any questions regarding this commitment please contact (Insert name, title and phone number here).

Sincerely

(Insert Name Here)  
(Insert Title Here)

Notes: 1) All letters should appear on the stationary of the donors.

2) This is intended to be sample letter. Feel free to use alternate wording

3) All letters shall include a cash dollar amount and date the funds will be available.

4) All letters shall include a 2023 date