**Instructions:**  Copy and paste the text of this letter to the letterhead of the organization pledging the cash match. Edit as necessary to indicate the value and purpose of the committed cash match.

DATE

Thomas F. Kealey

Director  
Idaho Department of Commerce  
P.O. Box 83720   
Boise, ID 83720  
  
Dear Director Kealey,

The purpose of this letter is to confirm that [MATCH PROVIDER NAME (City, County, Other)] is committed to providing [INSERT DOLLAR AMOUNT] for the [INSERT NAME OF ECONOMIC DEVELOPMENT PROGRAM HERE]. These funds will be made available to the program for the period July 1, 2023 through June 30, 2024 and may be used for operating expenses (If the donation is for a specific purpose or contains any restrictions list those here).

Sincerely,

This letter must be signed by an authorized person of the pledging organization, on the organizations letterhead. Electronic or typed signatures are not acceptable. Delete this box before printing for signature.

Name  
Title