



## **ANNEX A: Letter of Commitment Template**

**{Date}**

**{Grantor's Name (the mayor or other relevant political representative)}**

**{Grantor's Municipality Name}**

**{Municipality Address}**

**{City, State, Zip Code}**

Re: Commitment from **{Municipality applicant's Name}**,

Dear **SEACAP4SDG Representatives**,

I, **{your name}** of **{municipality name}**, am writing on behalf of **{municipality applicant's name that wants to be selected for free support}** to express commitment to be selected for the initiative of support mechanism defined in the SEACAP4SDG project.

This project is relevant for my municipality because **{briefly explain your interest}**.

I, the undersigned, do hereby promise and agree to be committed and involved into the project if our municipality **{municipality name}** is selected by doing all required activities, and sending all required documentation at the end of the process as mentioned in the ToR.

I am available at **{contact information}** to answer any questions you may have.

Sincerely,

**{Sender's Name}**

**{Signature of the mayor or other relevant political representative}**