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# RESILIENT FAMILIES:

#  Letter of Intent

Instructions: A letter of intent (LOI) is required by all prospective proposers. LOIs are mandatory but not binding. Proposers may elect to change their project model after the submission of an LOI but prior to submission of a full proposal. Should a project model change, the proposer will still be considered eligible for funding. Conversely, there is no penalty for submitting an LOI and then opting out of submitting a full proposal.

LOIs are due no later than February 4, 2020 by 5:00 p.m.

Please have an authorized signatory of your organization sign this Letter of Intent.

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| Contact Information |
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| Lead Agency Name |  |
| Main Contact Name, Title |  |
| Street Address |  |
| City, State, ZIP Code |  |
| Work Phone |  |
| E-Mail Address |  |

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| Brief Description of Intended Project  |
| Please summarize your intended project below and estimated request amount. Explain the project generally including populations to be served, risk factors and/or issues to be addressed, the strategies that will be employed, etc. This project description is non-binding, and Proposers may elect to change their project model prior to submission of a full proposal. |
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| Prospective Collaborations (not mandatory) |
| Please indicate any known or potential partners you plan to submit a proposal with (if any) and a description of the type of service each partner is likely to provide. This can include entities with which you envision working via MOUs and subcontracts.  |

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| Geographic Region Served by Proposing Agency or Collaborative  |
| Please select ALL that apply: |
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| North County (Brisbane, Colma, Daly City, Pacifica, San Bruno, South San Francisco) |
| Mid County (Belmont, Burlingame, Foster City, Hillsborough, Millbrae, San Carlos, San Mateo) |
| South County (Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, Woodside) |
| Coastside (El Granada, Half Moon Bay, Montara, Pescadero) |
| Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| Signature |
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| Name (printed) |  |
| Signature |  |
| Date |  |

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| Letter of Intent Submission |
| Thank you for completing this Letter of Intent. Please email your completed Letter of Intent to kpisani@smcgov.org AND mle@smcgov.org no later than **Tuesday, February 4, 2020 by 5 p.m**. |