LETTER OF INTENT TO ESTABLISH A SUBRECIPIENT AGREEMENT

The following letter is required to demonstrate intent from a Subrecipient Institution ("Subrecipient") to enter into a subagreement with CEJA Energy Transition Community grant applicant named below. This form does not constitute a notice of award or intent to award. This form must be completed and signed by the Subrecipient's Authorizing Signing Official.

DATE:

SUBRECIPIENT INSTITUTION INFORMATION

Institution Name

Street Address

City State

Zip

DUNS Number

EIN

Name & Contact Info for Project

PROJECT INFORMATION

Lead Organization Contact Name

Lead Organization Email and Phone

Name of Prime Awarding Agency

Application Title

Start Date End Date

Total Subrecipient Direct Costs

Total Subrecipient Indirect Costs

Total Subrecipient Project Costs

Subrecipent agrees to training, technical assistance, and on-site reviews of program operations.

Subrecipient agrees to submit quarterly reports on activities to support overall project Periodic Performance Report and Periodic Financial Report.

The appropriate program and administrative personnel involved at Subrecipient are aware of the applicable regulations and policies governing this proposal and any subsequent award, and are prepared to enter into an inter-institutional agreement that will ensure compliance with all such policies.

ADDITIONAL REQUIREMENTS

- Scope of Work
- Budget & Budget Justification