## Letter of Support Guidance



#### Introduction

The Urban Waters Federal Partnership (UWFP) Ambassador for the Delaware River Location may provide letters of support for projects that fall within the <u>mission and guiding principles of the Urban Waters Federal Partnership</u>. Please note that providing letters of support is at the discretion of the UWFP Ambassador. As federal ethics regulations prohibit federal employees from endorsing particular grant applications or applicants submitted to other agencies, letters of support will not include nor represent the position of any federal agency.

### Eligible project geographic areas

Eligible projects should fall within the city limits of the four UWFP <u>Delaware River Location</u> cities: **Camden, NJ; Chester, PA; Philadelphia, PA; or Wilmington, DE**. Projects that are outside of these city boundaries but are still within the urban corridor of the Delaware Estuary may be considered. Priority will be given to projects that fall within an identified environmental justice area and that directly involve community members and/or students.

# Eligible entities

- 501(c)(3)s
- Academic institutions (public or private)
- Municipal agencies or community development corporations
- Tribal nations

## Eligible projects

The following are examples of projects and programs that may receive letters of support.

- Green stormwater infrastructure
- Pollinator gardens and corridors
- Community gardens
- Tree plantings
- Improving urban trails and waterfronts
- Living shorelines or other climate resilience projects
- Litter cleanups
- Events and programs that connect communities with nature/waterfronts and/or environmental justice education

#### Guidelines

Please provide the UWFP Ambassador the following resources three weeks before a letter is needed:

- 1. Grant program name
- 2. Funder name and address
- 3. Organization name

- 4. Project name
- 5. Project details including the budget
- 6. Project outcomes / benefits

If a grant or other kind of funding support is awarded for the proposed project, the organization requesting the letter of support will notify the UWFP Ambassador.

#### Contact Information

Erica Rossetti, UWFP Delaware River Location Ambassador ERossetti@DelawareEstuary.org