**Template for State Requests for Security Funds**

Brian Newby, Executive Director

U.S. Election Assistance Commission

1335 East-West Highway, Suite 4300

Silver Spring, MD 20910

Dear Mr. Newby:

The purpose of this letter is to certify that the State of [Name] will use the funds provided under the Notice of Grant Award, Agreement # [Number], for activities consistent with the laws described in Section 906 of HAVA and will not use the funds in a manner that is inconsistent with the requirements of Title III of HAVA.

We further certify that we have reviewed and accept the terms of the award as specified in the Notice of Grant Award. Our UEI number (formerly DUNS) is [UEI number] and the signed Certification Regarding Lobbying is enclosed.

We are requesting [$ amount] at this time. We will develop the program narrative as follows: [Timeline and description of how the state will develop the program narrative and budget].

If you have any questions about this request, please contact [Name] at [phone number] or [email].

Sincerely,

[Secretary of State Name]

[Title]

Cc.

Mark Abbott, Director of Payments and Grants