**Template for State Requests for 2020 Security Funds**

Mona Harrington, Acting Executive Director

U.S. Election Assistance Commission

1335 East-West Highway, Suite 4300

Silver Spring, MD 20910

Dear Ms. Harrington:

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 Certifications are enclosed.

We are requesting [$ amount] at this time. We will develop the program narrative as follows: [*Insert here a brief 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 of person in the state with knowledge of the request] at [phone number] or [email].

Sincerely,

[Secretary of State Name]

[Title]

Cc.

Peg Rosenberry, Grants Consultant