**Letter of Interest**

**Please use this template to create your letter of interest. When complete, save to PDF format and upload to ZoomGrants under the “Required Uploads” tab.**

Please keep total length of letters to 2 pages or less.

**Project title:**

**Grant category:**

*(Please indicate concept planning, equitable development, community engagement or industrial land readiness.)*

**Project description:** ~ one paragraph

*(Provide a brief description of the project and its purpose.)*

**Project team:** ~ half page

*(Describe the project team, including local government and community partners and their roles and responsibilities. Indicate all partners’ level of commitment, available capacity, and capabilities to complete the work.)*

**Project approach:** ~ half page

*(Briefly describe how the team will do the work, including key process elements and intended outcomes.)*

**Criteria:** ~ half page

*(Briefly describe how the project team intends to address the evaluation criteria applicable to the specific grant category. See pages 3-6 of the Grants Handbook for categories and evaluation criteria.)*

**Estimated timeline for the work:**

*(Indicate estimated project duration in months and/or years.)*

**Estimate of total grant amount (dollars requested):**