

[Organization letterhead]

Date

Organization Name

Address

City, State, Zip

RE: Letter of Intent

To whom it may concern,

ORGANIZATION is aware that the City of South Bend, in collaboration with IFF and CDFI Friendly South Bend has developed the "Energy Assistance and Solar Savings Initiative" (EASSI) for South Bend nonprofits and community institutions; and that the program provides support through grants from the City of South Bend—both direct and by subsidized commercial energy audits—and low-interest loans from IFF.

Moreover, ORGANIZATION is aware that prior to the City of South Bend's grant of a free-of-charge commercial energy audit, the City requests a good faith commitment from ORGANIZATION to complete a solar and/or energy efficiency project through EASSI; with the project being completed through the combination of a City grant and existing ORGANIZATION assets and/or a loan from IFF or lender of ORGANIZATION'S choice. The ORGANIZATION acknowledges that this audit has a value of Three Thousand Five Hundred Dollars (\$3,500.00) and agrees that if ORGANIZATION should fail to complete the project contemplated by this letter, the ORGANIZATION shall repay the value of the audit to the City of South Bend within thirty (30) days of the City receiving notice that ORGANIZATION does not intend to continue in the EASSI program. If said repayment is not received within thirty (30) days, the City will have the right to collect this payment through any legal and/or equitable means available.

Therefore, this letter serves as ORGANIZATION'S notice to the City of South Bend of ORGANIZATION'S commitment to complete a solar and/or energy efficiency project through the City of South Bend's EASSI for nonprofits and community institutions, pending the ORGANIZATION'S approval for a grant and/or loan. Further, based upon the results of the energy audit, ORGANIZATION commits to working with the City of South Bend to determine the most effective solar and/or energy efficiency projects for ORGANIZATION'S facility and within its budget, and commits to submittal of an application to the City of South Bend for a grant and/or IFF or lender of ORGANIZATION'S choice to complete the project.

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In addition, the participant shall not discriminate against any person in connections with its participation in the EASSI Program, nor will it use any portion of the Award Amount to advance or facilitate its religious activities or the religious activities of any other organization.

Finally, ORGANIZATION authorizes the City of South Bend, IFF, CDFI Friendly South Bend, and other authorized representatives of magazines, newspapers, periodicals, radio, television and other news and educational media to use and publish (including publication on the World Wide Web) information and/or photographs or videotape together with such identification as may be reasonable for the purpose of publicity or communications.

Sincerely,

Name

Organization