[Click here to enter a date.]

Mrs. Theresa Woznick

State Hazard Mitigation Officer

Hawaii Emergency Management Agency

3949 Diamond Head Road

Honolulu, HI 96816

Dear Mrs. Woznick,

[ENTER ENTITY/JURISDICTION NAME] understands that the Hazard Mitigation Grant Program (HMGP) provides Federal funds only for reimbursement of project costs that have already been incurred as a result of work complete in accordance with the Scope of Work. [ENTER ENTITY/JURISDICTION NAME] also understands that not all project costs will be reimbursed with HMGP funds because a non-Federal funding match is required.

This letter serves as the commitment of [ENTER ENTITY/JURISDICTION NAME]  to meet the matching fund requirements for the Hazard Mitigation Program project if awarded. The non-Federal matching fund requirement is $ENTER AMOUNT under [ENTER DISASTER #]. Our funds will be provided from ENTER FUNDING SOURCE as authorized by ENTER AUTHORIZING BODY (for example, County Council) for Fiscal Year ENTER FISCAL YEAR.

 If additional funds are requested, we understand that an additional non-Federal match fund commitment letter is required to be submitted.

Executed this \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_

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 Signature

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