Help Me Grow San Mateo County:

Centralized Access Point and Family &

Community Outreach Component Provider

Instructions: A letter of intent (LOI) is required by all prospective Respondents. LOIs are mandatory but not binding. Respondents may elect to change their project model after the submission of an LOI but prior to submission of a full proposal. Should a project model change, the proposer will still be considered eligible for funding. Conversely, there is no penalty for submitting an LOI and then opting out of submitting a full proposal. LOIs are due no later than July 24, 2018. Please have an authorized signatory of your organization sign this LOI.

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| Contact Information |
| Lead Agency Name |  |
| Main Contact Name, Title |  |
| Street Address |  |
| City, State, ZIP Code |  |
| Work Phone |  |
| E-Mail Address |  |

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| Brief Description of Intended Service  |
| Please summarize your intended service below and estimated request amount. Explain the service generally including populations to be served and the strategies that will be employed, etc. This project description is non-binding, and Respondents may elect to change their project model prior to submission of a full proposal. |
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| Prospective Collaborations (not mandatory) |
| Please indicate any known or potential partners you plan to submit a proposal with (if any) and a description of the type of service each partner is likely to provide. This can include entities with which you envision working via MOUs and subcontracts.  |
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| Geographic Region Served by Responding Agency or Collaborative  |
| Please select ALL that apply: |
| North County (Brisbane, Colma, Daly City, Pacifica, San Bruno, South San Francisco) |
| Mid County (Belmont, Burlingame, Foster City, Hillsborough, Millbrae, San Carlos, San Mateo) |
| South County (Atherton, East Palo Alto, Menlo Park, Portola Valley, Redwood City, Woodside) |
| Coastside (El Granada, Half Moon Bay, Montara, Pescadero) |
| Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| Signature |
| Name (printed) |  |
| Signature |  |
| Date |  |

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| Letter of Intent Submission |
| Thank you for completing this Letter of Intent. Please email your completed Letter of Intent to eroberts@smcgov.org no later than **Tuesday, July 24, 2018 by 5 p.m**.  |