[On Letterhead of Organization Providing the Critical Resource or Infrastructure]

**Texas RFSI Equipment-Only Grant Project Proposal**

**EVIDENCE** OF **CRITICAL** RESOURCES **AND INFRASTRUCTURE**

[Name of Applicant Organization’s Authorized Official (AO)/Project Director]

[Applicant Organization Name]

[City, State, Zip Code]

[Enter date]

If another organization/multiple organizations will be contributing resources to the project that will work in concert with the equipment being purchased with grant funding to perform a middle-of-the-food-supply chain function, then a letter should be addressed from each partner organization contributing the critical resource/infrastructure that will make the project happen/perform the middle-of-the-food-supply chain function and be addressed to the lead applicant.

For example, an organization other than the lead applicant will be housing the equipment at their facilities because the lead applicant does not have the critical infrastructure/resources to house the equipment being purchased.

Dear [Lead Applicant Organization’s Project Director]:

If the lead applicant has all critical resources and infrastructure that will make the project happen in their possession and/or there are no other partner organizations that will be contributing resources to the project that will work in concert with the equipment being purchased with grant funding to perform a middle-of-the-food-supply chain function, then this letter can be addressed to TDA and USDA stating such.

Dear TDA & USDA-AMS:

We [include a statement about committing/approving/granting permission, etc. of the critical resource or infrastructure that will work in concert with the equipment being purchased with grant funding to perform a middle-of-the-food-supply chain function, stating said function] to the Resilient Food Systems Infrastructure Grant Program in Texas under the project proposal titled, “ [Grant Project Title], within the twelve month implementation period in the following way:

[Describe the approved use of the critical resource or infrastructure approved for the project, any costs associated with its use, and any qualifying circumstances for its use.

Some examples of what Critical Resources and Infrastructure can be:

* Aggregation, processing, manufacturing, and/or storage facilities for local food
	+ If owned by a partner or the lead applicant organization, please state such and provide a full address.
	+ If leased by a partner or the lead applicant organization, please state such and provide a full address (this organization is attesting that they have received permission from the facility owner).
* The land (owned or leased) that owned or leased aggregation, processing, manufacturing, and/or storage facilities sits on.
	+ Please state owned or leased and provide full address
* Owned or leased (middle-of-the-food-supply chain) equipment items that, when working in concert with the equipment being purchased with grant funding, performs a middle-of-the-food-supply chain function.
	+ Name/describe the equipment item(s) currently in possession of the partner or the lead applicant organization, how they relate to the equipment being purchased with grant funding, and what middle-of-the-food-supply chain function is being performed as a result, i.e. aggregation/processing/manufacturing/storing/distribution

[ ]  By checking this box, I confirm that the critical resource(s) and infrastructure[[1]](#footnote-2) listed above are in place and usable for the start-up, implementation and completion of the proposed project activities. If requested by USDA-AMS, I will submit supporting documentation (e.g. copy of lease agreement, licenses, permits, picture(s) of facilities, etc.) as evidence.

Sincerely,

[Signature of Partnering Organization’s Authorized Official (AO)

or

[Signature of Lead Organization’s Authorized Official (AO)

Depending on the situation/scenario outlined above

Printed Name of AO

AO’s Title (e.g., Executive Director)

Address and telephone number if that information is not already on the letterhead

1. Critical resources and infrastructure can be facilities, land, structure, use of city street/parks, shared-used kitchen, and/or other resources that are essential for the proposed project activities. [↑](#footnote-ref-2)