

## Template for State Requests for Security Funds

Mark Robbins, Interim Executive Director  
U.S. Election Assistance Commission  
633 3<sup>rd</sup> Street, NW, Suite 200  
Washington, DC 20001

Dear Mr. Robbins:

The purpose of this letter is to certify that the State of [Name] will use the funds provided under the Notice of Grant Award, Agreement # [Number], for activities consistent with the laws described in Section 906 of HAVA and will not use the funds in a manner that is inconsistent with the requirements of Title III of HAVA.

We further certify that we have reviewed and accept the terms of the award as specified in the Notice of Grant Award. Our UEI number (formerly DUNS) is [UEI number] and the signed Standard Certifications are enclosed.

We are requesting [\$ amount] at this time. We will develop the program narrative and combined Election Security program budget by the required timeline in the 2022 ES Award Packet and Instructions.

If you have any questions about this request, please contact [Name] at [phone number] or [email].

Sincerely,

[Secretary of State Name]  
[Title]

Cc.  
Kinza Ghaznavi, Grants Director, Grants@eac.gov