**2021 All-America City Award**

**Letter of Intent to Apply Template**

This is a sample for your use, but not the required language. **Please email** this letter by December 1, 2020 to aac@ncl.org to receive a $100 discount on your AAC application fee (full application fee is $250). Please note that a letter of intent is **not required** to submit an application.

All-America City Awards

National Civic League

190 East 9th Ave

#200

Denver, CO 80203

Dear National Civic League staff:

I am writing on behalf of (the town, city, county, tribe, region), in the state of (name) to inform you of our intent to apply for the 2021 All-America City Awards.

We believe we are an excellent candidate for the All-America City Award because (please provide a few sentences about how your community engages residents, promotes cross sector collaboration, demonstrates diversity/inclusiveness, and seeks to be innovative).

Our community contact person will be:

Name

Title or role it the community

Contact (email and phone)

We understand the application deadline is **February 10, 2021**.

Sincerely,

Name, title (if desired), email and phone contact