

*District Engineer
U.S. Army Corps of Engineers
Attn: Planning Chief
450 Golden Gate Avenue
San Francisco, CA 94102*

Dear Sir or Madam:

This letter is to request the assistance of the U.S. Army Corps of Engineers under Section 111 of the River and Harbor Act of 1968, as amended, in mitigation to shore damage attributable to Navigation works in (CITY OR TOWN, AND SPECIFIC LOCATION).

(BRIEFLY DESCRIBE NATURE AND SEVERITY OF THE PROBLEM AND POTENTIAL BENEFITS OF A PROJECT.)

We understand that as a local sponsor under the Section 111 program, we are responsible for 50 percent of feasibility study costs exceeding \$100,000 in Federal expenditures and the same percent of project design and construction costs that were established for the (PROJECT CAUSING THE DAMAGES), if a feasible plan is identified. We acknowledge that the cost share contribution can be in the form of "in-kind" services that contribute a direct component to the study, cash, or a combination. Our cost share obligation would include provision of all lands, easements, rights-of-way, relocations, and dredged material disposal areas required for the project. We intend to pursue budgetary actions so that funds are available to meet our cost sharing requirements. We would assume responsibility for operation and maintenance of the project upon completion.

The (NON-FEDERAL SPONSOR) has designated (NAME/PHONE NUMBER) as the point of contact for this project.

*Sincerely,
(NAME / TITLE OF OFFICIAL)*