

Insert District or organizational letterhead

[Date] (4 returns)

Director of Natural Resources [Director Name]

[Tribe]

[Address]

[City State Zip Code] (2 returns)

RE: Climate Commitment Act Funded Project Application Notice; State Conservation Commission -
[insert grant program name(s) here]

Dear Director [Name] (2 returns)

[District name] is planning a project at [Location or geographic area of the work – describe and/or
enclose a map if a verbal description will not adequately describe the project location] with the goal of
[describe the natural resource benefits of the project].

This project proposes to [Briefly describe the project in a bit more detail. If there is a project web page
you may insert a hyperlink.] We are seeking funding for the project from the Washington State
Conservation Commission through their xxx Grant Program. The project may receive funding from the
Natural Climate Solutions Account through the Climate Commitment Act (CCA), which requires early and
active communication with affected tribes. We welcome any input, questions, or other feedback you
have on the project(s).

IF OTHER PUBLIC FUNDING WILL BE APPLIED FOR/USED include the following:

In addition to funding from the Climate Commitment Act, the project may also receive funding
from XXXXX.

IF MORE THAN ONE PROJECT IS PROPOSED We are also planning a project [repeat above regarding any
additional projects applied for or currently anticipated under a CCA-funded grant program] We welcome
any input, questions, or other feedback you have on these projects.

[I or name and contact information of another contact] would be happy to meet with you or your
designee in-person or by phone to discuss the project in further detail. The State Conservation
Commission contact is the Director of Tribal Affairs, Michael Lopez, mlopez@scc.wa.gov, (360) 407-
6200.

Sincerely, (4 returns)

[Name]

[Title]

[Contact Information] (2 returns)

Enclosures (1) [if any] 2 returns

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Cc: [Name], Tribal Historic Preservation Officer [tribe]

Washington Department of Fish and Wildlife (CCAnotification@dfw.wa.gov)

Department of Archaeology and Historic Preservation (CCA@dahp.wa.gov)

Washington State Conservation Commission (CCA@scc.wa.gov)