**Letter of Commitment Template**

***Name***

***Title***

***Address***

***City, State Zip Code***

To U.S. Secretary of Energy, Jennifer Granholm,

I am writing on behalf of **[school/school facility name]**. We intend to participate in the 2024 Renew America’s Schools Prize Challenge and to work with the West Viginia Office of Energy on **[project name]**. To support the project and its partners, **[school/school facility name]** will have an energy audit performed at the school and will review the results. **[School]** may implement the proposed improvements resulting from the audit depending on the audit findings and looks forward to receiving them.

**[additional details and closing statement including how the school/school facility is involved, what the need is of the school, any desired or expected impact from the proposed project, and overall benefits to the school]**.

Sincerely,

NAME