

Sample Request for EWP Assistance Letter

[Insert Town Letterhead]

[Date]

Vicky Drew
State Conservationist
Natural Resources Conservation Service
356 Mountain View Drive, Suite 105
Colchester, VT 05446

Dear Ms. Drew:

We request Federal assistance under the provisions of section 216 of the Flood Control Act of 1950, Public Law 81-516 or section 403 of the Agricultural Credit Act of 1978, Public Law 95-334, to restore damages sustained in [County name] County by storms of [Enter name and/or type of disaster that occurred] on [Enter date disaster occurred]. This work is needed to safeguard lives and property from an imminent hazard of [Enter hazard type].

We understand, as sponsors of an Emergency Watershed Protection project that our responsibilities will include acquiring land rights and any permits needed to construct, and if required, to operate and maintain the proposed measures. We are prepared to provide local [Enter type of local contribution] of the cost of construction work in dollars or in-kind services.

The names, addresses, and telephone numbers of the administrative and technical contact persons in our organization are as follows:

Administrative Contact

Technical Contact

[Name]

[Name]

[Title]

[Title]

[Address]

[Address]

[e-mail Address]

[e-mail Address]

[Telephone Number]

[Telephone Number]

[FAX Number]

[FAX Number]

Please contact him or her for any additional information that you might need in assessing our request.

Sincerely,