

Here are the details for letters of commitment, which we need from the following partners: Parkland, City of Urbana, Urbana Free Library, Champaign Public Library, Unit 4 Schools, District 116 Schools, Shadowwood (if possible), UNCC, Salem Baptist, Don Moyers Boys and Girls Club, IMC, Housing Authority of CC, Motherland Culture Club, CU Area Project, Urbana Adult Ed, Health Clinics and Frances Nelson. I am getting letters from UI people, Tim Johnson and Naomi Jakobsson. I will ask about the Muslim American Center and the Ministerial Alliance.

Letters of support would be welcome too, from Volo, Orpheum, OJC, MezoLink, Black Chamber of Commerce, SisterNet, CCNET, Economic Development, the County Board, United Way, Religious Leaders for Community Care, Latino Partnership, other community organizations...if anyone wants to help get those. Please let Sharon know if you are working to obtain any of these letters.

**LETTERS OF COMMITMENT NEEDED BY MARCH 11, AT THE LATEST.**

Please contact Sharon Irish (766-2411) or email [slirish@illinois.edu](mailto:slirish@illinois.edu) if you cannot send a pdf on your letterhead. I can come pick it up from you, or make an arrangement to get it.

**Address the letters to (but send to me):**

**Dean John Unsworth**

**Graduate School of Library and Information Science**

**501 E. Daniel**

**University of Illinois**

**Champaign, IL 61820**

Make into a pdf if possible, or email me a Word doc. and I will pdf it.

Please say somehow that you are writing a "Letter of Commitment (or Support) for the UC2B PCC Application" and then proceed with your text.

This is what the application asks for.

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Please submit documentation, such as letters of support or commitment, from each of the key partners in the project. At a minimum you should provide letters of commitment from each party contributing to the cost match or that will carry out some part of the project. The documentation should clearly describe the specific details of the partner's participation. For example, if the partner is providing part of the project's cost matching contribution, the documentation should state the exact amount and source of the cash contribution, or describe, in detail, the nature of the in-kind contribution (e.g., specific goods or services, including number of hours). If the partner is carrying out part of the project (beyond providing goods and services within normal business operations), the documentation should provide detail as to the specific responsibilities of the partner.

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In your 1-2pp. text please mention:

-how internet is used in your organization

- what populations you serve separated by week and weekend--more numbers the better
- estimate of increased numbers you will serve if project is funded
- what you are committed to offering--space, hours, access
- how you engage people in your programming
- you understand that training will occur and you will help accommodate the trainers (if relevant)
- you will provide IT support for your equipment (if relevant)
- anything else that you think would support our application.

And finally, what category your org fits into:

- State or State Agency
- County Government
- City or Township Government
- Non-profit Corporation
- Non-profit Foundation
- Non-profit Institution
- Non-profit Association
- Cooperative or Mutual
- For-profit Entity
- Other

Please let me know if you have questions!