

Reduce VMT Institute Letterhead

March XX, 2020

Andrea Eilers  
Energy & Environment Program Manager  
Triangle J Council of Governments  
4307 Emperor Blvd.  
Suite 110  
Durham, NC 27703

Subject: Letter of Commitment for TDM Project Reduce VMT

Dear Ms. Eilers,

This letter certifies that the Reduce VMT Institute which funds the TDM Project Reduce VMT, is committed to providing a dollar-for-dollar match for the FY18 TDM grant program if we are awarded the grant request. The total project cost for Reduce VMT is \$100,358 for FY21. If awarded, the Reduce VMT Institute will provide 50%, or \$50,179 of the total cost, and request 50%, or \$50,179 in grant funding.

If awarded, I certify that all TDM funds will be expended solely on TDM activities as detailed in the attached work plan. I further certify that matching funds are non-federal funds.

Please contact me if you have any questions. I can be reached at 800-55-NOVMT or [jsmith@reducevmt.org](mailto:jsmith@reducevmt.org)

Sincerely,  
[Signature]  
John B. Smith  
President  
The Reduce VMT Institute