

[Your Organization's Letterhead]

[Date]

Local Transportation Fund Manager

Weber County

2380 Washington Blvd, Suite 240

Ogden, Utah 84401

Dear Transportation subcommittee members,

Subject: Letter of Intent – [Project Name]

We, [Your Organization's Name], hereby submit this Letter of Intent to express our interest in seeking funding from the Local Transportation Funds Program for the implementation of the [Project Name].

Project Description: [Briefly describe the nature and objectives of your project]

Location: [Specify the project location or route]

Funding Request: [Amount being requested if known]

Sincerely,