

[Insert Organization's Letterhead]

**APPENDIX 7:
LEADERSHIP LETTER OF COMMITMENT**

Date: [Date]
To: CDBHI Request for Applications (RFA) Grant Program Selection Committee
Re: Leadership Letter of Commitment—[Project/Application Name]

Dear CDBHI Grant Program Selection Committee:

On behalf of [Applicant Organization], I affirm the organization's commitment to participate in and, if selected, implement [Project Name] under the Community-Defined Behavioral Health Initiative (CDBHI) Grant Program funded by California Department of Public Health (CDPH) through the California Institute for Behavioral Health Solutions (CIBHS) as the Third-Party Administrator (TPA) and Training and Technical Assistance (TTA) Provider.

Our leadership has reviewed the proposed project, including its purpose, principal activities, organizational responsibilities, implementation period, and anticipated resource requirements. We support the organization's submission of this application and commit to providing the leadership involvement, staffing, administrative support, fiscal oversight, and organizational resources reasonably necessary to carry out the approved project.

If funded, [Applicant Organization] commits to:

- Designating qualified personnel with sufficient authority and capacity to manage the project;
- Providing appropriate executive, programmatic, fiscal, contracting, and administrative oversight;
- Participating in required planning, training, technical-assistance, monitoring, reporting, evaluation, and continuous-improvement activities;
- Maintaining internal coordination and timely executive involvement when decisions or corrective actions are required;
- Complying with the grant agreement and all applicable program, fiscal, reporting, record-retention, and legal requirements; and
- Supporting completion of the project throughout the grant period.

The organization anticipates contributing the following resources to the project: [staff time, facilities, data access, technology, administrative support, funding, in-kind resources, or "none beyond the resources included in the proposed budget"].

I am authorized to make this commitment on behalf of [Applicant Organization].

Sincerely,
[Signature]
[Name]
[Title]
[Applicant Organization]
[Email and Telephone]