



### **Board/ CEO approval letter**

You may use the following page as a template letter to confirm board/management support for your project. You may provide an alternate letter but the information and the confirmation must be as provided in this letter.

You should provide this letter on your organisation letterhead.

If your organisation has a Board of Management, a signature from the Managing Director representing the board is required. If you do not have a board, the Chief Executive Officer should sign this letter.

This letter should be uploaded onto our portal as part of your application.

Business Grants Hub  
Department of Industry, Science, Energy and Resources  
GPO Box 2013  
Canberra ACT 2601

To the Program Manager

**Support for Regional Decentralisation Agenda – Securing Raw Materials project**

This letter confirms board/ management support for the Regional Decentralisation Agenda – Securing Raw Materials project outlined as follows:

Applicant organisation name	
Application reference number	
Project name	

I confirm that this organisation:

- is a trading corporation, where the trading activities
  - form a sufficiently significant proportion of the corporation’s overall activities as to merit it being described as a trading corporation; or
  - are a substantial and not merely peripheral activity of the corporation
- can complete the project and meet the cost of the project not covered by grant funding
- will relocate to, or establish a presence in, a regional area during the project period
- has at least 10 full-time equivalent employees who will relocate or commence work in the regional area

Signature .....

Name	
Position title	
Date	