

ATTACHMENT A: SAMPLE FORMAT FOR LETTER OF INTENT

Name and address of Agency Submitting an Intent to Bid:

Agency Point of Contact:
Email Address:
Phone Number:

Date: _____

Lou Grillo, Workforce Development Director
Kerr-Tar Regional Council of Governments
1724 Graham Avenue
Henderson, NC 27536

Dear Mr. Grillo:

This letter indicates our Intent to Bid as a WIOA One-Stop Operator in the following program(s) and county(ies). We have marked the program and all the counties that we are interested in serving.

Program:

One-Stop Operator

Counties proposed to serve:

Franklin County

Granville County

Person County

Vance County

Warren County

We have checked the following box that most appropriately describes our organization.

An institution of higher education

A nonprofit Organization

A community-based Organization

A government agency

A private-for-profit entity

Other interested organization or Entity – Complete the Type of Organization Below:

We acknowledge that the period of performance is July 1, 2022, through June 30, 2023.