[INSERT OFFICE LETTERHEAD]

Dear Public Rights Project Selection Committee:

This letter serves as confirmation that [NAME OF OFFICE] supports [NAME OF ATTORNEY]’s participation in the Public Rights Project Affirmative Leaders Fellowship. [NAME OF ATTORNEY]’s participation in the Fellowship will enhance our office’s ability to take affirmative steps to address the challenges facing our community and to protect our most vulnerable neighbors. We expect that [NAME OF ATTORNEY] will be able to put the skills developed during the Fellowship to prompt use in our office. As part of our office’s support of [NAME OF ATTORNEY], we agree that their participation in Public Rights Project’s trainings will not be considered time off of work and will not count against their vacation or other leave time.

[*OPTIONAL: Insert any additional words of support or considerations you believe the committee should know as they consider the application.*]

Sincerely,

NAME

TITLE

*(Signatory may be applicant’s direct supervisor, more senior supervisor (e.g., division chief, chief deputy, etc.), or the elected/appointed head of the office).*