

CRITERIA FOR SMC SUPPORT LETTER

Adopted at September 8, 2020 SMC Steering Committee

1. Consistent with the SMC's Mission Statement and Vision;
2. Consistent with the SMC's Research Agenda: past and proposed priority projects;
3. Non-Advocacy. In other words, the request should not place the SMC in the position of advocacy whether in support or disapproval of an existing or pending law, regulation, proposed legislation or permit action;
4. Date and Data Driven.
5. Co-Funded. One of member agencies are providing matching or in-kind funding; and
6. Provide a Regional Benefit.

PROCESS & STEPS FOR OBTAINING SMC SUPPORT LETTER

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1. The proposing agency must supply a written summary of the proposal and a copy of the original RFP to the SMC member agency sponsor.
2. If a SMC Steering Committee is scheduled before the support letter due date, the draft support letter should be reviewed and approved by the Steering Committee, and signed by the Chair or the Vice-Chair in his/her absence.
3. If a SMC Steering Committee meeting is not scheduled before the support letter due date, then the Steering Committee will authorize the Chair and Vice Chair to judge if the proposal meets the above-mentioned criteria, and then sign the support letter. The signed support letter and proposal summary shall be distributed at the next regularly scheduled Steering Committee meeting.

ADDITIONAL INFORMATION

1. Complete a project summary and comparison so it meets the criteria adopted, and
2. Submit a support letter for review.