

A Partner Guide to NRCS Letters of Collaboration

NRCS regularly receives requests to provide letters of collaboration to strengthen partner application packages for various conservation and outreach grants. These letters document outside resources and technical expertise available to support the project and are usually required for the proposal to move forward for further consideration.

What We Can Do:

NRCS can provide letters of collaboration if the agency has committed resources for the project or is willing to provide them at some point during the project period. Background information on past partnership activities can be included along with details on support to be offered during the grant award period.

What We Can't Do:

While “letter of support” is often used for these requests, the terms are not interchangeable. NRCS employees are prohibited from using their titles or authority to endorse any product, service or enterprise and, therefore, cannot provide letters of support for any joint initiative. The correspondence also cannot contain endorsements or evaluations of the proposed project.

How to Get One:

Applicants should submit these requests to Kathleen Anderson (kathleen.anderson@usda.gov) in the NRCS Virginia State Office with a copy to Barbara Bowen (barbara.bowen@usda.gov) at least one week prior to the due date for their grant packages. A copy of the grant proposal or project summary should be included to provide background on methodology, measurable outcomes and other organizations involved in the collaboration. Also indicate specific agency support requested for the project. The State Conservationist will sign letters of collaboration for projects that align with and support the NRCS mission.

Contacts:

Jackie Alexander
Assistant State Conservationist (Management and Strategy)
PH: (804) 287-1684
Email: jackie.alexander@usda.gov

Barbara Bowen
State Public Affairs Specialist
PH: (804) 287-1679
Email: barbara.bowen@usda.gov.



Partnership projects can help stimulate the development and adoption of innovative conservation approaches and technologies.

