

Sample Letter of Commitment from Board of Directors or Equivalent Official

New York State Department of Health AIDS Institute
Corning Tower
Empire State Plaza
Albany, NY 12237

Dear :

The Board of Directors (***or Equivalent Official***) of (***Applicant Organization***) has reviewed and approved the enclosed application to the New York State Department of Health AIDS Institute for funding under the solicitation “Community-Based HIV Primary Care and Prevention Services.”

The Board (***or Equivalent Official***) is committed to providing the related services and certifies that program staff are qualified, appropriately trained and have sufficient agency resources to effectively implement the program.

The Board (*or Equivalent Official*) attests as an applicant under Components A, B or C, the organization is one of the following eligible organizations:

- Licensed by the New York State Department of Health under Article 28 of the Public Health Law.
- Not-for-profit 501c(3) health care organization or a county health department.
- Provide HIV primary care services as part of the organization’s scope of services.

In addition, as an applicant for Component A, the Board attests that the organization:

- Proposes providing continuous HIV primary care services to a minimum of 90 HIV-positive patients.

In addition, as an applicant for Component B, the Board attests that the organization:

- Meets the requirement that at least 80% of the patients receiving continuous medical care are HIV-positive.
- Is located outside of New York City, Long Island, and Lower Hudson.

In addition, as an applicant for Component C, the Board attests that the organization:

- Is located in NYC in the borough of the Bronx or in Upper Manhattan (95th Street and above).

Sincerely,

Chairperson/President
Board of Directors

