[Sample Auspice Letter]

(*Auspice Organisation letterhead*)

(*date*)

City of Stirling

25 Cedric Street

Stirling, WA 6021

Att: Grants Officer

RE: CONFIRMATION OF AUSPICE ARRANGEMENT WITH (*applicant*) FOR (*project title*)

I am writing to confirm that (*auspice organisation*) will act as the auspicing entity for this project should it be successful in obtaining funding from the City of Stirling’s Community Grants Program.

In undertaking this arrangement we confirm that we are a registered organisation operating as a (Not For Profit), will be responsible for the financial management and acquittal of grant funds, as well as all public liability insurance risk for the funded project.

I have attached copies of our current Certificate of Incorporation and our most recent audited financial statement.

Yours sincerely,

*(name)*

*(position)*

*(contact details)*