

**SAMPLE LETTER OF INTEREST WITH VEIC  
AUTHORIZING IMPLEMENTATION SERVICES FOR  
FEDERALLY FUNDED PACE QUICK START PROGRAM**

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[ON TOWN'S LETTERHEAD]

[DATE]

Mr. Peter Adamczyk  
Energy Finance and Development Manager  
Vermont Energy Investment Corporation  
255 S. Champlain Street  
Burlington, VT 05401

**Re: Property Assessed Clean Energy (PACE)  
Program Administration, under Congressionally  
Directed Project 285.10 to VEIC**

Dear Mr. Adamczyk:

The Town of [ENTER TOWN NAME HERE] hereby authorizes the Vermont Energy Investment Corporation (VEIC) to provide certain administrative and consulting services to assist in the development of [TOWN'S] Property Assessed Clean Energy (PACE) program. The town recognizes that this initiative is being conducted in cooperation with all other Vermont municipalities that choose to participate in this project.

[TOWN NAME] understands that this Quick Start initiative will provide a portfolio of financial, technical, and legal services, model documentation, community education materials, training, and other assistance to enable Vermont communities to determine whether they want to move forward with the creation of a PACE district in their municipalities. It is also our understanding that VEIC will provide materials and services necessary for the successful implementation of this program.

In addition, [TOWN] understands that VEIC will work with participating towns to develop structural options for communities to pool PACE back office services and / or to raise capital, if they so choose. This will include identifying and assessing different models, capital sources, and their costs, as well as the additional costs of issuing bonds or other funding, debt service, and program administration.

It is understood that the administration and implementation activity referenced here will be supported with federal funds administered by VEIC. It is also understood that **THERE IS NO REQUIREMENT FOR MATCHING FUNDS** from [TOWN NAME] for project participation.

Sincerely yours,

[AUTHORIZING OFFICIAL'S NAME]  
[TITLE]