**[Official Letterhead required]**

[Date]

Erika Kirby

Executive Director

BlueCross BlueShield of South Carolina Foundation

Dear Ms. Kirby

I write on behalf of [Grant Contact Name] and [School Name] in support for their Wellness Inspired Schools Environments grant proposal to the BlueCross BlueShield of South Carolina Foundation. I strongly support this grant application and will provide the time and/or expertise needed to make this project a success. [Grant Contact Name] will take responsibility to lead the [Project Name] at [School Name].

I look forward to working with you to improve the health of South Carolina’s schools.

Sincerely,

**[Physical signature required]**

[Principal Name]

[Title]

[Contact Info]