

September 12, 2011

North Dakota Council on the Arts  
1600 East Century Avenue  
Bismarck, ND 58503

To Whom It May Concern:

On behalf of [----- Elementary School] and instructor [Jane Doe] I would be pleased to accept and act a fiscal agent for funds secured through the North Dakota Council on the Arts Teacher Incentive Grant Program.

I have reviewed [Jane Doe's] proposed art integrated project and believe that it will not only enhance the [social studies, language arts, math, science, etc.] and art curriculum, but also provide our students with an engaging learning opportunity.

Thank you for your consideration.

Sincerely,

[John Smith]  
Principal