FROM [City Council Letterhead]

[City Council Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

TO [Local Organizer's Name]

[Organizer's Title]

[Organizer's Organization]

[Organizer's Address]

[City, State, ZIP Code]

Dear [Local Organizer's Name],

**Subject: Letter of Commitment for the "Science Comes to Town" Project**

On behalf of the [City Name] City Council, I am pleased to extend our full support for the proposed project, "Science Comes to Town." We recognise the significant impact this initiative will have in promoting science trust, fostering community engagement, and inspiring curiosity and innovation among our residents.

We are committed to supporting a series of activities related to this project, which we believe will greatly benefit our community. Our commitment includes, but is not limited to, the following:

* **Logistical Support:** We will assist in the arrangement of venues for the events, including public spaces, community centres, and schools. We will work closely with your organisation to ensure that all necessary permits and facilities are secured in a timely manner.
* **Promotional Assistance:** The City Council will help promote the "Science Comes to Town" activities through our official channels, including the city website, social media platforms, and community newsletters. We will also encourage local media coverage to raise awareness and participation.
* **Financial Support:** We are prepared to allocate a portion of our community engagement budget to cover some of the expenses associated with the project. This may include funding for materials, equipment, guest speakers, and other essential resources.
* **Volunteer Mobilisation:** We will engage city employees and local volunteers to assist in the execution of events. This will ensure that each activity is adequately staffed and runs smoothly.
* **Collaboration and Networking:** The City Council will facilitate connections with local schools, businesses, research and higher education institutions and other relevant organisations to foster partnerships that enhance the project's reach and effectiveness. We believe that collaborative efforts will maximize the impact of the "Science Comes to Town" initiative.

We are enthusiastic about the potential of this project to enrich our community and provide valuable learning opportunities for residents of all ages. The City Council looks forward to working closely with your organisation to bring the "Science Comes to Town" project to life.

Please do not hesitate to contact us if you require any further information or specific arrangements. We are eager to discuss any additional ways in which we can support this worthwhile endeavour.

Yours sincerely,

[Your Name]

[Your Title]

[City Name] City Council