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## APPENDIX C

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### Sample Nonsupplanting Letter

# ***SAMPLE***

[Applicant Letterhead]

[date]

Ms. Laurie Robinson  
Assistant Attorney General  
Office of Justice Programs  
U.S. Department of Justice  
810 7th Street, NW  
Washington, DC 20531

Dear:

[**Applicant**] certifies that any funds awarded through the Violence Against Women Office Technical Assistance Program will be used to supplement existing funds for program activities and will not replace (supplant) nonfederal funds that have been appropriated for the purpose of providing technical assistance grantees of the Violence Against Women Office grant programs. The [**name of applicant**] understands that supplanting violations can result in a range of penalties, including suspension of future funds under this program, suspension or debarment from federal grants, recoupment of monies provided under this grant, and civil and/or criminal penalties.

Sincerely,

[Applicant's Authorizing Official]