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| **Appendix E: Local Impact Letter(s)** |

The Organized Retail Theft Prevention Grant Program encourages collaboration, communication, and innovation to combat organized retail theft. In supporting this approach, proposed projects may have impacts on retailers and local government agencies that prevent projects from operating as intended (e.g., increased law enforcement presence in retail spaces, increased referrals to the District Attorney’s Office, overlapping or duplicative public awareness campaigns, etc.)

To acknowledge any anticipated impacts, each Lead Public Agency is required to:

* Identify each agency agency(ies) that reasonably could be expected to be impacted by this grant project;
* Submit a Letter of Agreement signed by both the Lead Public Agency and the impacted agency agency(ies) that includes the following:
  + The name of the Organized Retail Theft Prevention Grant Program project and a brief project description;
  + A description of how the Organized Retail Theft Prevention Grant Program project might impact retailers and local government agencies; and
  + An explanation of how the Lead Public Agency and the impacted agency(ies) will work together to address stated impacts.

Note: If the Lead Public Agency concludes that the Organized Retail Theft Prevention Grant Program project **will not** impact any other agency agency(ies), the Lead Public Agency must include a letter to that effect.