



Letters of Support Policy

A. Purpose

The Alaska Mariculture Alliance (AMA) often receives requests for letters of support – typically for grant applications, RFPs, and special projects but also for items such as regulatory and/or legislative changes.

The purpose of this policy is to provide:

1. clear guidelines for the types of letters of support AMA will and will not consider;
2. the process by which letters will be approved.

B. Support Letter Categories

1. **Research Grant Funding** – Grants that fund or support projects associated with and for the benefit of the mariculture industry, and/or a sector or region of industry.
 - a. AMA Executive Director (ED) may issue without prior board approval.
 - b. AMA Board of Directors (BoD) will receive a copy of any letter of support issued by the ED on behalf of AMA.
2. **Commercial and Individual Grant Funding and/or Financing** – This refers to any request wherein the funding supports operations or expansion of a single for profit business.
 - a. Due to potential conflicts of interest, AMA **will not** issue letters of support for individuals or businesses seeking funding for private, for-profit operations.
 - b. AMA may consider to issue letters of support for projects that are a collaboration between a for-profit entity or entities, and a non-profit entity or entities
 - i. These will be approved on a case-by-case basis by the AMA BoD.
 - ii. Requests for these types of letters of support must be received at least 30 days prior to the due date to ensure sufficient time for processing and deliberation.
3. **Nonprofit grant funding and/or financing** – This refers to any request wherein the funding supports operations or expansion of a nonprofit entity
 - a. As a nonprofit is a group organized for purposes other than generating profit for its members, directors, etc. and is formed for community benefit, AMA **will consider** issuing letters of support for nonprofit entities.
 - i. These will be approved on a case-by-case basis by the AMA BoD.
 - ii. Requests for these types of letters of support must be received at least



30 days prior to the due date to ensure sufficient time for processing and deliberation.

4. **Lease Applications** – This refers to requests for both on-shore and off-shore lease applications.
 - a. Due to potential conflicts of interest, AMA **will not** issue letters of support for lease applications requested by individuals or businesses.
 - b. AMA may decide to issue letters of support for lease applications for collaborative projects, between a for-profit entity or entities, and a non-profit entity or entities
 - i. These will be approved on a case-by-case basis by the AMA BoD.
 - ii. Requests for these types of letters of support must be received at least 30 days prior to the due date to ensure sufficient time for processing and deliberation.

5. **Support for Legislation or Regulatory Changes** – Any request by member, partner organization, politician, or otherwise, seeking AMA’s support for legislative or regulatory change.
 - a. Official AMA support for legislative and regulatory changes will be determined by a vote of the BoD. AMA has already agreed to prioritize some legislative and regulatory changes; this will be an ongoing process as needs arise.
 - i. Requests for these types of letters of support must be received at least 30 days prior to the due date to ensure sufficient time for processing and deliberation.
 - b. ED may issue a letter of support for legislative or regulatory changes upon request or on behalf of AMA only if the BoD has determined a position by vote.

C. Distribution and retention

1. AMA BoD will receive a copy of any letters issued as part of the board packet for their next scheduled meeting.
2. A digital copy of all letters of support will be saved on the AMA Google drive.



D. Adoption of Policy

This Letter of Support Policy has been adopted by the Alaska Mariculture Alliance Board of Directors on January 11, 2024

A handwritten signature in blue ink that reads "Tommy Sheridan". The signature is fluid and cursive, with a large initial 'T' and 'S'.

Signature
Tommy Sheridan
Secretary of the Alaska Mariculture Alliance Board