

# Sample Letter of Intent for a Section 107 Small Navigation Project Study

(LETTERHEAD OF LOCAL SPONSOR)

Mr. John R. Kennelly  
Chief, Planning Division  
U.S. Army Corps of Engineers  
New England District  
696 Virginia Road  
Concord, Massachusetts 01742-2751

Mr. Kennelly:

The (city of, town of, county of) requests that the Corps of Engineers conduct a study of (harbor/river, town, state) under the authority of Section 107 of the River and Harbor Act of 1960, as amended, to determine if improvements for commercial navigation are feasible.

The letter should briefly layout the nature of and case for the desired improvements - example: increased channel and anchorage depth for the commercial fishing fleet. There is no need to go into detail in the initial request for assistance - specific information will be developed during the initial appraisal.

Signed by Chief Executive Officer or Body (Town or City Manager, Mayor or Board of Selectmen) for the Sponsoring Government Entity