



Example letter of support

I wish to support an application to train as an MHFA instructor

Dear MHFA England,

I am writing to confirm my support for _____ to apply to train as a MHFA instructor.

My professional relationship with _____ is

Our organisation is willing to free _____ in order to attend and participate in the seven days required for training as a MHFA instructor.

We agree to release them and support them to deliver at least four MHFA courses over the 12 months after they have been approved to be a MHFA instructor; this includes time for preparation as well as delivery.

We agree to pay the fees for the training and any travel and accommodation expenses for them to attend.

We want to fully support this application as it matches our organisation's priorities and plans by (please give examples/reasons why having a MHFA instructor in your organisation fits in with your plans and priorities.)

Finally, we recognise that effective monitoring and evaluation are an essential part of providing a quality service and we are committed to being involved in this.

*In addition to the above we aim to provide additional support to _____ in the form of

*Include if appropriate

Yours faithfully,

Full name:

Job title:

Organisation:

Address: