(Affix letter onto institution’s letterhead)

(Insert date)

Name of Project PI

Address

Phone Number

E-mail Address

Re: **Letter of Commitment to Partner with (PI organization name) on the 2021 LASER PULSE MSI RFA**

Dear (PI’s Name):

XXXX (Title of your organization) is submitting this Letter of Commitment to XXXX (PI organization’s name) to express our support for XXXX (Name of the project) being submitted in response to the 2021 LASER PULSE MSI Request for Application.

Our organization will participate as your research translation partner covering XXXX (define roles/activities).

Established in XXX (insert year), (organization name) is serving the (geographical region/country) and implementing projects such as: (list as a description, the relevant accomplishments). This program/s has been executed for (number of years). More recently, we have successfully implemented a number of transformative interventions: (insert one or two other accomplishments of the entire organization).

Our organizational budget for proposed activities amounts to XXXX (dollar amounts). **(Please note government institutions are not eligible to receive U.S. Government funds thus should not have a budget associated with the application)**.

(Insert organization name) will also commit resources XXXX (list as X amount of $ and/or other in-kind resources, e.g. grant support, contributions, in-kind, volunteer, volunteer staff help, etc.) as cost-share to the project. (**Only insert this paragraph if your organization is contributing to cost-share; be sure to provide the dollar value of the cost-share as indicated in the budget**).

We look forward to collaborating with you on this important project.

Sincerely,

Signature **(must be signed by a representative from the institution)**.

Insert Name

Title

Name of organization Address

Phone Number

E-mail Address

**Note: This Letter of Commitment should be sent to Project PI by a research translation partner**