(Affix letter onto institution’s letterhead)

(Insert date)

(Insert name of Project PI)

PI Institution Address

Phone Number

E-mail Address

Re: Letter of Support to Partner with (PI organization name) on the 2019 LASER PULSE RFA

Dear (PI’s Name):

I am writing to express support from XXXX (organization’s name) towards partnering on the 2019 Request for Application issued by LASER PULSE (Long-Term Assistance and Services for Research-Partner Partnership for University-Led Solution Engine) Consortium led by Purdue University titled “Research and translation to address challenges in basic education, food security, and water security in East Africa”.

XXXX (organization name) will participate in the project as your research translation partner. (Describe type of support /interest for partnership based on expertise and institutional mission).

Fourth paragraph (highlights of past collaboration with the PI institution, if any).

We look forward to working with you.

Sincerely,

(Signature must be for personnel authorized to make a commitment on behalf of the institution)

Insert Name

Title

Name of organization

Address

Phone Number

E-mail Address

**Note: This Letter of Intent should be provided** **to the Project PI by a research translation partner.**