*Guidelines for “Letter of Institutional Support”*

Please check to mention:

* if there is any previous academic relationship to the PI
* the interest of your institution in the project
* the resources you will provide

[Insert institution letterhead]

[Faculty/Sponsor Contact Information]

Re: Letter of Support

Dear (insert PI name),

I wish to express my enthusiastic support for your application to a \_\_\_\_\_\_\_\_\_\_, with the project “(insert proposal title)”.

I understand that you will pursue (insert a few words describing project) and I foresee that the growth resulting from this grant will propel the research of the investigators to new levels of productivity and discovery. As (insert title of person providing commitment letter), I can assure you that the Institute will provide resources to facilitate this project at (insert hosting institution in Brazil). Specifically, the Institute has designated that existing resources such as [as examples: space that is already in use but will now also support this research program, personnel who currently have research built into their workload will now devote some of this time for this research project, equipment that is currently in a facility may now be used to support this research] in order to accomplish the objectives of this grant and ensure that the contributions made by the MPI will be equivalent to the project funding by FAPESP.

I am highly supportive of the efforts as outlined in this proposal, and if there is anything more I can do to assist this effort, please let me know.

Best regards,

(insert title, name and position of person providing commitment letter)