November 17, 2014

Dr. Rebecca Koopmann  
Union College  
807 Union Street

Schenectady, NY 12308

Re: Letter of Commitment

Dear Dr. Koopmann:

Institution Name is pleased to collaborate with Union College on the project entitled “The Undergraduate ALFALFA Team.” If the subaward supporting the proposed project is approved by the National Science Foundation, Institution Name (DUNS # XXXXXXXXX) is willing to enter into a subcontract with Union College.

The Principal Investigator will be Dr. XYZ, Title, at Institution Name.

Institution Name’s total project costs for the subaward period of performance (MM/DD/YYYY – MM/DD/YYYY) will be $X,XXX. I have attached a copy of the budget and budget justification.

Please be advised that the appropriate programmatic and administrative personnel of each organization involved in this application are prepared to establish the necessary inter-organizational agreement to implement the collaboration indicated in this proposal.

Sincerely,

Typed Name

Title of Authorized Organizational Representative

Address of Institution