Letterhead of the institute / Logo

Date

**Letter of endorsement for the project** “[Project title]”

With this letter, the [name of the institution] under my direction, states its full support of the proposed project, submitted by [name of the project Coordinator and affiliated department] for the programme [name of the funding programme].

With this letter of endorsement, I assure that:

* [name of the project coordinator] is authorised to decide how the project funding transferred to the [name of the institution] is to be spent.
* Scientific staff from my institution is allowed to work on the respective project for the proportion of their time that they are funded through the project.

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Place / Date Legal representative of the institution or authorised person thereof