***Date***

***Agency name and address***

To Whom It May Concern:

We are pleased to support the enclosed application as submitted by ***PI name and degree(s)***.

University of Alaska Fairbanks (UAF) reserves the right to negotiate terms and conditions of any awarded grant or contract. As an institution of higher education, UAF intends to perform the work under any awarded grant or contract as fundamental research and reserves the right to deny receipt of any export controlled materials and to reject any restrictions on the University’s right to publish or otherwise disseminate information relating to this research.

Listed below is the administrative official to be contacted for award notification or if you should require further information regarding this application:

**Institutional Official:**

 Rosemary Madnick

 Executive Director, Office of Grants and Contracts Administration

 University of Alaska Fairbanks

 Office of Grants and Contracts Administration

 2145 North Tanana Loop, 008 WRRB,

PO Box 757880,

Fairbanks, AK 99775-7880

(907) 474-6446 / Fax: (907) 474-5506

uaf-ogca@alaska.edu

**Contact for negotiation and execution of consortium agreement:**

OGCA Staff Name

 OGCA Staff Title

University of Alaska Fairbanks

 Office of Grants and Contracts Administration

 2145 North Tanana Loop, 008 WRRB,

PO Box 757880,

Fairbanks, AK 99775-7880

(907) 474-6446 / Fax: (907) 474-5506

uaf-ogca@alaska.edu

If this application is selected for funding, the address where checks should be mailed is as follows:

 University of Alaska Fairbanks

 Office of Grants and Contracts Administration

 2145 North Tanana Loop, 008 WRRB,

PO Box 757880,

Fairbanks, AK 99775-7880

Thank you for your consideration of this proposal.

Sincerely,

Name of AOR

Title of AOR