**RE:** Departmental Letter of Support for the University Institute for Teaching and Learning Research and Implementation Grant Program.

**From**: [Chair name and Department]

**Date**: [Date]

**To**: UITL Research and Implementation Grant Review Panel.

This letter acknowledges my support for the UITL R&I grant proposal submitted by [Name of PI], including relevant departmental cooperation as described in the proposal.

Note: for substantial departmental commitments for Level 2 or 3 grants, an additional statement of specific commitments should be included:

If this proposal is awarded, the department will commit [commitment in direct funds or in-kind value e.g. teaching release].

Sincerely,

[Signature, Name]