

[Add Collaborator's Institutional Letterhead]

[Date]

Columbia University
Sponsored Projects Administration
615 West 131st Street 6th Floor, Mail Code 8725
New York, NY 10027-7922

Subject: Insert Collaborator Name participation in proposal to the National Science Foundation
entitled Insert Title; PI Insert PI Name

If the proposal submitted by Insert PI Name entitled Insert Title for funding by NSF, it is my intent to collaborate and/or commit resources as detailed in the Project Description or the Facilities, Equipment and Other Resources section of the proposal.

For questions, please contact me at Insert Collaborator's Email Address and/or Phone Number.

Sincerely,

Insert Collaborator Name