**Template Instructions: - Letter of support**

The letter of support must be provided on the letterhead of all partner organisations.

Delete this instruction box when copying the text below on to the relevant letterhead.

# **Business Research and Innovation Initiative Pilot Round 2 Letter of support**

Dear Program Manager

## Project Title: [insert project title]

This letter confirms our support for the project described in the application submitted by [insert lead organisation name]under Round 2 of the Business Research and Innovation Initiative Pilot (BRII).

My organisation details are:

| **Project Partner Organisation Name** | [insert the name of your organisation] |
| --- | --- |
| **Australian Business Number (ABN)** | [For trustees applying on behalf of a trust, enter the ABN of the trust] |
| **Australian Company Number (ACN)** | [For trustees applying on behalf of a trust, you must enter the ACN of the trustee acting in its capacity as a trustee on behalf of a trust] |

Following is a brief overview of how we will work with the lead organisation and all other project partners in the group to successfully complete the project:

* [insert brief details of key eligible activities your organisation will undertake on the project]

Following is an outline of the relevant experience and/or expertise we will bring to the group:

* [insert details]

The roles/responsibilities we will undertake, and the resources we will contribute (if any) are:

* [insert details of your organisation’s roles/responsibilities and what resources (if any) it will contribute]

The nominated management level contact officer for this project is:

* [insert details]

Yours sincerely

[signature]

[name]

[Position title]

[date]