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| To: | NSF [insert program name here] Program | | | |
| From: | | [Printed name and affiliation of the individual collaborator or name of the organization and name and position of the official submitting this memo] | | |
| If the proposal submitted by Dr. [insert the full name of the Principal Investigator] entitled [insert the proposal title] is selected for funding by NSF, it is my intent to collaborate and/or commit resources as detailed in the Project Description or the Facilities, Equipment or Other Resources section of the proposal. | | | | |
| Signed: | | | |  |
| Date: | | |  | |