*On letterhead of Administering Institution*

Authorised Representative, [Administering Institution]

[Administering Institution Name]

[Administering Institution Address]

[Date]

Dear Cancer Council Queensland,

**Re: Cash co-contribution for Accelerating Collaborative Cancer Research Grants**

I write on behalf of [Administering Institution] in support of [Chief Investigator A]’s proposal titled [Project Title] for Cancer Council Queensland’s Accelerating Collaborative Cancer Research Grants scheme.

I confirm that [Administering Institution] agrees to contribute $150,000 per annum for four years for the above project, if funding is successful. I confirm that this is a cash contribution and does not include the following:

* In-kind contributions (e.g. existing laboratory costs, administration costs, infrastructure costs, floor space etc);
* Salaries of existing positions at [Administering Institution];
* Salaries of Chief Investigators whether or not they are employed at [Administering Institution];
* Funds obtained through other grants.

Signed

Authorised Representative

[Name and Position Title of Authorised Representative]

[Administering Institution]