Date

Name

Company

Address

Re: PI

“Title”

Dear Name:

This letter represents the University of Virginia’s commitment to participate in Company proposed Phase II SBIR project entitled “Title”. PI will serve as Principal Investigator for the University on the sub-award that will result if the award is made. This letter also confirms that the appropriate programmatic and administrative personnel of each organization involved in the application are aware of the PHS consortium grant policy and are prepared to establish the necessary inter-institutional agreements consistent with that policy.

Furthermore, the small business concern (Company) and the research institution (University of Virginia) certify jointly that generally: (1) the proposed SBIR project will be conducted jointly by the small business concern and the research institution in which a minimum of half or 50 percent of the work will be performed by the small business concern and not more than 50 percent of the work will be performed by the research institution (“cooperative research and development”); (2) regardless of the proportion of the proposed project to be performed by each party, the small business concern will be the primary party that will exercise management, direction, and control of the performance of the project.

Sincerely,

Stewart P. Craig

Assistant Dean for Research Administration

Director, Office of Grants and Contracts

University of Virginia, School of Medicine

Office of Grants and Contracts