**CHAIR OR DIVISION CHIEF LETTER OF SUPPORT TEMPLATE**

**FOR RESEARCH GRANT APPLICATIONS**

< Date >

< Name and Address of Agency/Organization >

Dear Members of the Awards Committee:

It gives me the greatest of pleasure to write this letter in strongest support of Dr. \_\_\_’s application for funding from the \_\_\_\_. Since joining our faculty as a member of the Division of \_\_\_\_ in < *year of appointment* >, Dr. \_\_\_ has demonstrated great promise as a clinician scientist < *brief synopsis of your work; for example “…whose work is dedicated to understanding, and ultimately preventing, the progression of lung disease in children with cystic fibrosis (CF).”* >

Dr. \_\_\_’s proposed research…

< *insert brief description of your proposed research* >

The Department of Pediatrics, the School of Medicine and Public Health and the Graduate School are committed to supporting Dr. \_\_\_ to enable him/her to become a successful independent investigator. We have provided a generous start-up package *<start-up package is for tenure track only>* and state-of-the-art laboratory space (~ \_\_\_ sq ft). The department provides office space, facilities and administrative support that Dr. \_\_ needs to function successfully in a faculty role. Dr. \_\_\_ has protected time (\_\_%) to successfully develop this project, and his/her major focus will be directed toward research efforts.

Dr. \_\_\_ is working in an extraordinarily rich, collaborative research environment. The department has created a faculty mentoring committee whose primary responsibility is to guide Dr. \_\_’s path to academic promotion. His/her committee meets formally twice a year, and his/her mentors are also readily available to meet at any time. In addition, the department supports the professional growth of our junior faculty by encouraging their participation in faculty development sessions, as well as educational opportunities offered by the University of Wisconsin’s Institute for Clinical and Translational Research (ICTR).

In summary, Dr. \_\_\_ has the background, skills and institutional support necessary for his/her continued academic success. He/she has my strongest support for his/her research endeavors. Thank you for your consideration of his/her application for funding.

Sincerely,