Institute letterhead

Date

RE: Ukraine-Australia Research Fund 2023

I am writing to confirm the participation of *NAME OF INSTITUTE (ABN: 00 000 000 000)* in the program name the Ukraine-Australia Research Fund 2023, managed by the Australian Academy of Science (ABN: 90 700 613 342), under Activity 1 – short-term visits. The purpose of the visit is to *undertake a research program/attend an international conference and program of site visits* as outlined in the application proposal.

*THE INSTITUTE* will provide support to *VISITING RESEARCHER* by way of managing travel arrangements, in conjunction with *VISITING RESEARCHER*, and providing practical support throughout the trip to enable to full participation of *VISITING RESEARCHER* in the proposed activities as outlined in the application. The institute contact for the visit is *NAME OF HOST* and they are the *POSITION AT INSTITUTE.*

The in-kind contribution of *THE INSTITUTE* is estimated as $xxx and covers contributions such as staff time, direct and in-direct research expenses, *OTHER COSTS*, ETC.

*THE INSTITUTE* agrees to the terms and conditions, and reporting requirements of the award, as outlined in the program guidelines website. THE INSTITUTE acknowledges and accepts responsibility for obtaining comprehensive medical and travel insurance for VISITING RESEARCHER either before or at the same time as when making the first travel bookings.

Should this application be successful, *NAME OF HOST* is authorised to accept the funding agreement on behalf of *THE INSTITUTE*.

Signed by,

*DELEGATE FROM THE INSTITUTE.*

*POSITION AT INSTITUTE*

*CONTACT INFORMATION*