**Statements of Partial Matching Commitment**

**S10 or MRI Instrumentation Grants**

**Instructions:**

Institutional matching must be confirmed during the internal pre-proposal stage. Matching funds will come from the Deans offices and amounts are typically based on pro-rated anticipated usage of faculty by school/college. If there are users from more than one school or college involved in a single S10 or MRI proposal, commitments will need to come from more than one Dean.

There are two templates below. The first is for a Dean committing a partial match to another dean. The second is from the primary Dean committing the full match to the Vice Provost for Research.

Following approval of the pre-application by the Office of the Vice Provost for Research, the PI’s Dean will later write the final total institutional commitment letter that is actually included for in the final proposal.

**Secondary Dean-to-Primary Dean Letter:**

DATE

NAME OF PI

NAME OF PI’s Dean

DEPARTMENT AND SCHOOL OF PI

Re: Partial matching funds commitment from the College/School of XXXX

Dear (Primary Dean name),

We are pleased to confirm that the College/School of XXXX is committed to providing matching funds of $XXX in support of your proposal to the NIH S10 program for acquisiton of a

Instrument Name to be maintained in the Vanderbilt University Core Name. This is XXX% of the total match, as is appropriate given that one or more faculty from my college are projected to be major users of the new instrumentation, using XXX% of the total instrument time.

Sincerely,

Dean of the contributing college/school (not the PI’s Dean)

**Primary Dean-to-Vice Provost for Research Letter:**

DATE

Dr. Padma Raghavan

Vice Provost for Research

Vanderbilt University

Re: Matching funds commitment from the College/School of XXXX

Dear Dr. Raghavan

I am pleased to confirm that the College/School of XXXX is committed to providing matching funds of $XXX in support of your proposal to the NIH S10 program for acquisiton of a

Instrument Name to be maintained in the Vanderbilt University Core Name. This is 100% of the total match. I note that this commitment may include contributions from other schools or colleges.

In addition to the above “standard match” commiment, I am also here indicating our commitment to cover (INDICATE HERE ANY ADDITIONAL COMMITMENTS OF SPACE, RENOVATION COSTS, IT COSTS, COMPUTER/STORAGE/IT COSTS, NEW PERSONNEL, ETC. IF POSSIBLE PROVIDE THE ACTUAL COSTS ASSOCIATED WITH THE ADDED COMMITMENTS—IF ANY.)

Sincerely,

Dean of the PI’s College/School