*Submit letters on letterhead of business and/or organization*

*with the non-state funding the applicant is seeking to match.*

*Text can be modified but needs to address the following basic information.*

**Non-state Funding Letter of Intent to Commit**

*(date)*

*(applicant name, title and address)*

Dear *(applicant chief executive officer)*,

I am pleased to confirm (*name of entity providing match*)’s commitment of *($xxxxxx)* towards *(project title).*

Please note:

1. This funding offer is valid for *(xxx)* days from the date of this letter.
2. Financing is contingent upon *(applicant name)* securing RD&D Program funding of   
   *($ minimum amount required)*.
3. *(If funding source is prepared to increase their match commitment over the 1:1 requirement, please provide additional details here.)*
4. Please notify (*name of entity providing match*) once the match is fulfilled. (*Applicant name*) may subsequently draw upon our committed funds in whole or in part (*revise per standard practice of funding organization)*.
5. *(Add any unique conditions and/or expectations of non-state funding source here such as subject to completion or due diligence.)*
6. Please sign and return a copy of this intent to commit letter to verify your acceptance of this offer and the conditions herein.

Sincerely,

*(name and title of person authorized to make offer)*

Accepted by: on

*(name) (date)*

Authorized Signature: