

## **Template for co-financier's letter of intent**

### *Notes:*

Each partner that provides co-funding is required to provide a letter of intent detailing their contribution to the project. The letter of intent is to be appended to the digital proposal. In the letter of intent, which is to be addressed to NWO, the partner is to undertake to make the specified contribution to the project. The letter of intent must be:

- 1) written on the relevant partner's headed paper;
- 2) signed by an authorized signatory (with the date and place of signature specified);
- 3) addressed to NWO, Humanities and Social Sciences Domain (f.a.o. the Domain Director);
- 4) consistent with the budget included in the proposal in terms of the extent of the co-funding. Contributions in kind must be specified and capitalized.

### **Template for letter of intent:**

NWO

F.a.o. Dr DJ den Boer

Director of the Humanities and Social Sciences Domain

Subject: Co-funding statement

[place], [date]

Dear Mr. den Boer,

I hereby undertake that, if NWO awards the requested grant, [name of co-financier] will make the contribution detailed below to the project proposed in response to the Cybersecurity – Digital Security & Privacy call, entitled [title of project]. The undertakings made in this letter of intent are unconditional and irrevocable.

The main applicant associated with the proposal is [name].

The cash contribution to be made is € [amount].

The contribution to be made in kind has a value of € [amount], quantified in accordance with the guidelines set out in the call booklet, subsection 3.5.2.

The contribution to be made in kind involves the following activities: [details of activities].

### *Template for the specification of in-kind contributions:*

[service]: [number of hours] x [hourly rate] = [value]

[equipment/facility provided]: [number of days/hours] x [daily/hourly rate] = [value]

[one-off expense, e.g. software licence] = [value]

Total in-kind contribution = [value]

The type of enterprise involved is [large company/SME/other].

The specified contributions are consistent with the budget contained in the proposal.

Yours sincerely,

..... [signature]