**FORM D: SAMPLE COMMITMENT LETTER.** You may copy and modify this letter by replacing all shaded areas with information relevant to your proposal.

## *Company Letterhead*

Date

## Maine Technology Institute

8 Venture Avenue

Brunswick Landing

Brunswick, ME 04011

Dear MTI,

This letter represents a commitment by *Company name* to provide *$\_\_\_\_\_\_\_\_\_\_* in matching support for the Cluster Initiative Program Award project entitled, *“Project Title.”*

Of this support, *$\_\_\_\_\_\_\_\_\_\_\_* is a cash payment to carry out the work on this project. We are also providing *$\_\_\_\_\_\_\_\_\_\_\_\_*of support in the form of salaries, use of equipment, materials and other services devoted to this project. All support is provided for the Maine Technology Institute-funded project, beginning *insert date*, and ending *insert date*. Payments will be made according to the following schedule:

*Please describe payment or service schedule.*

Our company agrees to abide by the MTI contract that will be finalized after application award approval.

Sincerely,

(Signature)

(Name)

(Title)