

SAMPLE LETTER OF INTENT*
[LETTERHEAD OF THE COMPANY]

[Date]

MICRO Executive Committee
c/o PI
Department
University of California, Campus
City, CA ZIP

Under the terms of the MICRO Program for the academic year 2006-072007-08, it is the intent of *[name of the company]* to support the research project *[title of the proposal]* proposed by *[name of the PI]*, University of California, *[name of campus]*. We intend to make the following contributions on a cost-sharing basis with the University of California in the form of a *[gift/grant]* (select one):

Cash:

Equipment (List the model number and market value):

Other (explain):

Delivery schedule for equipment:

The technical liaison for this project from our company is *[name of liaison]*, and the financial point of contact is *[name of financial liaison]*.

Yours Sincerely,

[name and title of signer]

cc: *[name of the PI]*

***The company should send the Letter of Intent directly to the PI and not to the MICRO administration. All letters of intent must be attached to the proposal.**