

Host Organization's Letterhead

April 23, 2018

Innovation Office  
Centre for Aging + Brain Health Innovation (CABHI)  
Baycrest Health Sciences  
3560 Bathurst Street  
Toronto, ON M6A 2E1

**Subject: Letter of Support for Spark Program Funding**

It is my pleasure to write a letter of support of the proposal <Proposal Name> being submitted to the CABHI's SPARK Program by <Applicant name, Department> at <Organization name>.

**Background information:** *Statement regarding relationship of the applicant to the host organization.*

**Relevance:**

- *How is the proposed project relevant to the SPARK program?*
- *Are the project goals, deliverables and budget proposal supported by the host organization?*

**Impact:** *What is the expected impact of the project?*

**Support:** *Be specific about how the host organization will support the applicant.*

In conclusion, I fully support the efforts of the <Applicant, Department> as they seek external funding to support a project designed to <state target of the project>.

Sincerely,

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Applicant Manager

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Host Organization Executive Member

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Print Name/Date

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Print Name/Date