# Model Letter of confirmation of tax status and prefinancing willingness

Written on letter headed paper that clearly indicates the organization and signatory details .

Date

To GBIF,

Subject line: (Title of project, Project ID)

This letter is to confirm the tax status of the lead organization and the capability and willingness to start and prefinance scheduled activities in the project proposal entitled (TITLE OF THE PROJECT), to be submitted to GBIF by (NAME OF PROJECT LEAD) of (NAME OF LEAD ORGANIZATION).

I confirm that (NAME OF THE LEAD ORGANIZATION), as the lead organization of the above project proposal can have taxes reimbursed nationally and therefore these costs are not included in the grant budget under requested grant funds / I confirm that (NAME OF THE LEAD ORGANIZATION), as the lead organization of the above project proposal cannot have taxes reimbursed nationally and therefore these costs are included in the grant budget under requested grant funds. (SELECT ONE)

I also confirm that the (NAMEOF THE LEAD ORGANIZATION), as the lead organization of the above project proposal is capable and willing to start and prefinance scheduled activities in advance of receiving grant funds.

(PLEASE ADD HERE ANY FURTHER INFORMATION YOU FEEL NECESSARY TO SUPPORT THE APPLICATION)

Signature

Name of signatory

Position (MUST BE THE CHIEF FINANCIAL OFFICER (CFO) OR SIMILAR POSITION)

Name of Organization