# Model Letter of endorsement by Head of Delegation or Node Manager

Note: An endorsement letter is to confirm awareness of a project proposal. The signatory can endorse multiple proposals. The signatory is not expected to evaluate the quality of the project, nor to choose between applications.

Written on letter headed paper or email which clearly indicates person’s name and institution.

Date

To GBIF,

Subject line: (Title of project)

This letter is to endorse the project proposal entitled “(NAME OF THE PROJECT), to be submitted to GBIF by (NAME OF PROJECT LEAD) of (NAME OF LEAD ORGANIZATION).

I confirm that I am aware of this project to be submitted to the (PROGRAMME NAME, e.g. BID, BIFA, CESP) programme. To my knowledge, it is submitted by a bona fide institution located in my country, and it appears to fall within the scope of GBIF and the (PROGRAMME NAME, e.g. BID, BIFA, CESP) programme.

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

Signature

Name of signatory

Position (Node Manager / Head of Delegation)

Name of Organization