**Round 12 Stream 2 Applications: Industry Liaison Office Letter**

As per the Ministry guidelines, all letters of support should be a maximum of 1 page. The letter of support should clearly outline how the industry liaison office intends to support implementation of the commercialization plan.

Please prepare the draft letter including the following information:

* Paragraph 1: 1-2 sentences introducing UofT and describing our institutional strength in this area;
* Paragraph 2: 2-3 sentences describing the applicant team’s/Division’s particular ties/achievements in this field; brief description of any current commercialization plans;
* Paragraph 3: if appropriate, 1-2 sentences outlining any cash/in-kind commitments the institution is authorizing;
* Paragraph 4: closing sentence wishing success for the overall program/project/team.

Please submit a Word version, font Times New Roman size 11-12.

Our office will put the letters of the appropriate letterhead. Please ensure that the body text is no more than 1/2-2/3 of a page in total, to allow room for letterhead and footer.

The **letter is due on August 21**, along with the institutional letter of support, to be submitted to the Research Services Office at [orf@utoronto.ca](mailto:orf@utoronto.ca).