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| 13 January 2023 |  |
| Dr Beate KnightHead of ProgrammesThe Association of Commonwealth UniversitiesWoburn House 20-24 Tavistock SquareLondon WC1H 9HFUnited Kingdom  |

Dear Dr Knight

**Letter of Support for Commonwealth Futures Climate Research Cohort**

It is my pleasure to recommend [**Name of applicant]** as a Fellow for the 2023-2024 Commonwealth Futures Climate Research Cohortprogramme which is being coordinated by The Association of Commonwealth Universities. **[Name of applicant]** is a **[Job Title]** at the **[Name of institution]** employed within **[Name of department]**. We confirm that **[Name of applicant]** has the necessary expertise and motivation to excel within the programme.

With this letter, **[Name of institution]** confirms it understands that **[Name of applicant]’s** participationin the programme will be in addition to and complement their current professional commitments and that their time will not be covered financially by the programme.

**[Name of applicant]’s** activities as a Fellow on the programme include the following:

1. Participation in a training & development programme with the following features:
	1. A series of virtual workshops and asynchronous activities that provide the necessary skills and learning to effectively design and deliver a knowledge exchange project engaging policy and practice stakeholders in the scoping of research projects (March-June 2023)
	2. Seed corn funding for the delivery of a knowledge exchange project (up to GBP 2,500 per project) engaging policy and practice stakeholders in the scoping of research projects, delivered in collaboration with other cohort members and supported by a UK-based senior academic and a climate knowledge broker (July-November 2023)
	3. Opportunity to apply for one conference travel grant of up to GBP 1,500 to support attendance and engagement with a national, regional, or international climate action-relate event/conference (to be used between October 2023 and September 2024)
	4. Inter-generational academic mentorship for career and professional development support (April 2023-March 2024)
2. Co-creating a research project with policy and practice stakeholders:
	1. Participation in a transdisciplinary research sandpit (January 2024
	2. Grant writing training and grant writing support during an internal programme research grant call ((January-March 2024)
	3. The opportunity to submit a proposal for an internal programme research grant call and receive a grant of up to GBP 50,000 for a 6-month research-to-action project (January-March 2024)
3. Selected research projects delivered between April and October 2024

If you have any questions, please do not hesitate to contact me.

Yours sincerely

[Signature of supporting authority]

[Name of supporting authority]

[Job title of supporting authority]