

JOHNS HOPKINS  
U N I V E R S I T Y

**Arts & Sciences Research Administration**

Suite N-607  
Wyman Park Center  
3400 N. Charles Street  
Baltimore MD 21218

September 24, 2013

INSIDE ADDRESS

Subject: **TITLE OF PROJECT**  
Intent to Participate in above project

Dear **ADDRESSEE HONORIFIC AND LAST NAME**:

This letter confirms that the appropriate programmatic and administrative personnel at The Johns Hopkins University are committed to entering into a subaward agreement with the **NAME OF PRIME AWARDEE** under the Prime Sponsor's award terms and conditions.

The performance period for this project is **START DATE** through **END DATE** for an estimated total amount not to exceed **TOTAL BUDGETED AMOUNT**, including all applicable direct and indirect costs. The signing of this letter by an Authorized Representative is evidence of institutional concurrence with the proposed statement of work, budget, and budget justification.

It is understood that the PHS "Financial Conflict of Interest Policy (FCOI)" (2011 Revised Regulations) applies to the current proposal. Johns Hopkins University certifies that there is currently a written PHS-compliant "Conflict of Interest Policy" in place and all personnel on the subject proposal are in compliance with this policy.

If you need additional information or have any questions, please contact **SPO NAME** at **SPO PHONE NUMBER** or via email at **SPO EMAIL ADDRESS**.

Sincerely,

**SPO NAME**  
**TITLE**