**Template of Letter from the Department Chair**

<Institution Letterhead>

<Date>

Workshop Organizers

NSF CISE MSI Aspiring PI Workshop

University of North Texas

Dear Workshop Organizer:

I support the application submitted by <name of faculty> to attend the NSF CISE MSI Aspiring PI Workshop at the University of North Texas. If their application is accepted, I will support their NSF proposal submission to the NSF CISE MSI program in the 2025 competition.

Yours sincerely,

<Name>

<Position>

<Dept/School/College>

<University Name>