Letter of commencement template [delete this text]

Applicant organisation letter head

Therapeutic Innovation Australia

c/o Griffith Institute for Drug Discovery

Griffith University

Don Young Road

Nathan QLD 4111

Sent via email to: info@therapeuticinnovation.com.au

[DATE]

To whom it may concern

**RE: COMMENCEMENT OF PIPELINE ACCELERATOR 2021-22 (ROUND 1 - SCREENING) SUPPORTED PROJECT**

I am writing to report that a written agreement between the Applicant and the Provider has been reached and the Provider’s work on the project “PROJECT NAME” as supported by the Pipeline Accelerator 2021-22 (Round 1 - Screening) scheme has now commenced.

[Paragraph summarising capabilities being provided. Be brief as this will likely mirror the application UNLESS changes from the submitted application have been made. If this is the case, detail these changes here.]

Appendix 1 includes a copy of an invoice for the voucher plus GST to be paid to the Provider.

Kind regards,

Applicant

*(name, sign and date)*

Provider

*(name, sign and date)*

**Appendix 1: Include an invoice for reimbursement of voucher value to Therapeutic Innovation Australia**

**Email to:**

info@therapeuticinnovation.com.au

s.newman@therapeuticinnovation.com.au

**Address for invoice (please note that a hard copy is not required**:

Therapeutic Innovation Australia

Suite 20, Level 14

330 Collins Street

Melbourne VIC 3000

**For attention of:**

Dr Stuart Newman, CEO

**Payable to**: Provider

**Amount**: $10,000, $20,000 or $50,000 as applied for, plus GST.

**Suggested line item**: Commencement payment of funding support of project “PROJECT NAME” under TIA’s Pipeline Accelerator 2020-21 (Round 2 - Screening) scheme

**Payment terms**:

30 days to allow TIA to assess evidence of commencement.