Place Holder for Letterhead - logo

Date

Chris Liu, PhD

Vice Chancellor for Research and Economic Development

Office of Research Services

University of Missouri-Kansas City

5211 Rockhill Road

Kansas City, MO 64110

Dear Dr. Liu:

Please consider this letter of intent to form a subcontract under your institution’s intended subcontract from the American Academy of Addiction Psychiatry (AAAP) as part of the application AAAP is submitting in response to the Substance Abuse and Mental Health Services Administration’s (SAMHSA) for the State Opioid Response (SOR)/Tribal Opioid Response (TOR) Technical Assistance Funding Opportunity Announcement (FOA) No. TI-22-007 . The sum of XXXXX, including indirect costs, is requested for the period of 9/30/2022 – 9/29/2024. The scope of work is attached.

This letter also certifies that the (your organization name) has an enforced Institutional Policy and Procedure on Conflict of Interest, and that a Financial Disclosure is on file or pending for the investigators involved in the research application.

The appropriate programmatic and administrative personnel are prepared to establish a mutual agreeable subcontract.

If you require additional information or assistance in finalizing the award, please do not hesitate to (insert the name, phone number and email address of the appropriate fiscal/research services person from your organization).

Sincerely,

XXXX – Must be signed by official with designated signatory authority for your organization

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