BLOOMBERG CENTER FOR CITIES
HARVARD UNIVERSITY

DATE

Dear (GRANT AWARDEE),

The Bloomberg Center for Cities at Harvard University is pleased to support your important work. We are writing to confirm our commitment of $(DOLLAR AMOUNT) to support your work on (SUMMARY OF SCOPE).

The Bloomberg Center for Cities serves a global community committed to improving public management, leadership, and governance in cities. The center's cross-Harvard collaboration unites expertise across disciplines and schools to produce research, train leaders, and develop resources for global use. It supports the work of affiliated faculty and students who advance this mission.
This letter outlines the terms and expectations of the support provided by the Bloomberg Center for Cities. As part of this agreement, the Bloomberg Center will provide:

Financial Investments:

- A one-time lump sum of $(AMOUNT) to support your ongoing work. These funds will be managed by (INSTITUTION).
- This amount includes the (NUMBER)% gift administrative fee imposed by HKS.

As part of this agreement, you will be responsible for:

- Managing your budget and any employees or vendors supported by the funding in close collaboration with your school's processes.
- Sharing any anticipated risks (e.g. legal, reputational, financial, etc.) associated with your work with the Center's leadership early on.
- Acknowledging support from the Bloomberg Center in relevant outputs and sharing results with the Center's communications team.
- Providing a report detailing outcomes and impact, starting (REPORTING DATES).

Keesler Welch (Keesler_Welch@hks.harvard.edu) will be your point of contact at the Center.

We are excited to support your work. We also look forward to your engagement through participation in faculty roundtables, events, and collaborative opportunities. Please reach out with any questions.

Sincerely,

Jorrit de Jong, Ph.D.
Director

David Margalit
Executive Director