**Commitment Letter for Host Site**

 **Commitment to Partnership with [Technology Developer Name] for [Project Name]**

To Whom It May Concern,

This letter formalizes [**Host Site Name**]'s commitment to partnering with [**Technology Developer Name**] on [**Project Name**] as part of the Industrial Technology Validation program, funded by the United States Department of Energy Industrial Technologies Office (ITO). We understand that the success of this partnership requires significant time and effort from the host site, and we are committed to fulfilling those expectations. As a host site for the [**Project Name**] project, [**Host Site Name**] commits to the following key responsibilities:

* Contributing dedicated team members, including [**Insert Team Members Names**], who will actively participate throughout the duration of the project and ensure access to relevant personnel, data, and other resources required for the successful execution of the project.
* Appointing a primary point of contact, **[Insert Point of Contact Name],** who will allocate approximately [**specify time**] to project coordination and communication.
* Ensuring the availability of team members and other key personnel for scheduled meetings, data collection, and other project-related activities as mutually agreed upon.
* Providing project support for its anticipated duration of [**up to 24 months]**.

[**Host Site Name**] understands that this project involves the installation of [**Description of Technology**] in our facility to assess its performance relative to baseline operations, and that as host site, we are responsible for managing this installation, including:

* Providing access to a suitable physical space and access to the infrastructure, networks, or systems necessary to fully install and integrate the technology.
* Adhering closely to agreed-upon project timelines and coordinating with facility operation schedules to ensure timely completion of the validation.
* Promptly reporting any technical challenges or concerns that arise during the installation or operation of the technology.

[**Host Site Name**] understands the importance of accurate and complete data for the success of the [**Project Name**] project. [**Host Site Name**] further understands that data will be objectively analyzed by LBNL to assess technology performance, and this analysis will be the subject of a publicly available report. We commit to:

* Ensuring the timely and accurate provision of data relevant to the project, including pre-installation and post-installation data on system performance.
* Adhering to all agreed-upon data sharing agreements and privacy policies established for the project.

[**Host Site Name**] acknowledges that this project involves collaboration with a designated National Laboratory, who serves as an independent reviewer of technology performance. We commit to:

* Maintaining active communication and providing local support and assistance as needed to Lawrence Berkeley National Laboratory (LBNL) - as well as to [**Technology Developer’s Company Name**]'s team members and ITO.
* Working cooperatively to coordinate schedules, access, and resources to support joint activities involving LBNL.
* Understanding and adhering to any specific protocols or requirements set by LBNL relevant to their involvement in the project.
* Allowing project data and analysis results to be published in reports by LBNL or the DOE
* Cooperating with reasonable requests for information or review related to such publications.

[**Host Site Name**] confirms that we have thoroughly read, understood, and agreed to the expectations outlined in the official application for the [**Project Name**] project, have contributed to its development, and approve of its submission. [**Host Site Name**] understands that financial awards require a partial cost share, as specified in the Opportunity Announcement. We commit to funding our portion of the cost share, as identified in the submitted budget template.

We believe this partnership will be mutually beneficial and look forward to a productive collaboration.

**Sincerely,**

[**Your Name**]
[**Your Title**]
[**Your Organization Name**]

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please sign to acknowledge your understanding and agreement to this commitment letter.*