

Use company letterhead if possible

Today's date

Eric Watkins
University of Minnesota
1970 Folwell Ave.
St. Paul, MN 55108

Dear Dr. Watkins,

I am writing to confirm my commitment to your "WinterTurf: A holistic approach to understanding the mechanisms and mitigating the effects of winter stress on turfgrasses in northern climates" proposal to the USDA Specialty Crop Research Initiative. I am the job title / role at golf course name in city, state. Optional – add something personal such as how many years in the industry you have or why you are interested in citizen science research.

I commit to monitoring 1 green (or enter total number of greens) during the evaluation period. I estimate that each green will take 1 hour per week for each of the 30 weeks from October 15, 2019 through May 15, 2020. Optional – I am also willing to continue the monitoring for a second season (October 15, 2020 – May 15, 2021). This contribution is valued at \$hourly rate plus fringe benefit per hour for a total of \$total amount (hourly+fringe rate x 30 hours/year x number of greens x number of years).

Optional - share an example of winter damage on your course, the impact it had, and any other thoughts you have about the value of this project. Thank you for including our course in your research project.

Sincerely,

add written signature

Your name
Organization
Address (include country if outside U.S.)
Phone