

## Letter of Institutional Commitment

### Institution's Commitment

Proposals must include a letter committing the Applicant's institution to the proposal and stating its validity for a period of at least ninety (90) days from the proposal deadline date. The original letter must be signed by a representative of the institution's contracting office with commitment authority, and must be submitted with the proposal. The contracting officer may obtain a sample ETS grant agreement by submitting a request to [mmaier@ets.org](mailto:mmaier@ets.org). Proposals will not be reviewed for consideration until such a letter has been received.

### Ownership

ETS must own the data and the copyrights of the reports/deliverables that are developed as a result of the research project.

### Publication Rights

The researcher may use the data and results for a scientific publication, subject to prior review by ETS, and inclusion of the following:

*"This research was funded by the Educational Testing Service (ETS) under a Committee of Examiners and the Test of English as a Foreign Language research grant. ETS does not discount or endorse the methodology, results, implications, or opinions presented by the researcher(s)."*

The review process requires submission of the full proposed publication at least sixty (60) days prior to the date on which it is to be submitted to any third party. The manuscript must pass ETS technical review before being submitted for publication, whether as an *ETS Research Report* or an article in a scholarly journal.

### Budget

ETS prefers to award grants to institutions which respect its non-profit status. We therefore will not accept an indirect costs/overhead rate exceeding 15%.

### Contract Officer's Approval

My signature below certifies that I have reviewed the Applicant's proposal, and can commit the support of this institution to the project as outlined in the proposal and budget.

Institution	_____
Signature	_____
Name	_____
Title	_____
Date	_____