*[Place, Date]*

*[Name of PWR]*

*PAHO/WHO Representative in [Country]*

*[Address]*

*Or*

*[Name of Subregional Coordinator]*

*Subregional Program Coordinator for [Caribbean/Central America/South America]*

*[Address]*

**Subject: Endorsement for CCHD Project entitled [*Title of the Project*] between [*Government Institution and Countries/Subregional Organizations*]**

In name of the [*Government Institution eg Ministry of Public Health*] of [Country], we endorse the project proposal, entitled “[*Title of Project*]”, between [*Government Institution and Countries /Subregional Organizations*].

We request that the proposal be presented to the Director of the Pan American Health Organization, and considered for funding under the framework of cooperation among countries for health development (CCHD).

We understand that if funding is approved, on the basis of the project proposal, work will be accommodated and administered within this institution, by providing the necessary support and oversight to facilitate quality implementation, monitoring and reporting.

The project lead within this institution will be:

 [Name, Title]
 Address: [Address, City, Zip]
 Email: [Email Address]
 Phone: [(###) ###-####]

 Sincerely,

 [Signature - Government Institution Authority]

CC: [Project Lead and Office of International Relations of Ministry of Health]