[Date}

RE: Endorsement Letter to Support [Applicant’s Name] to the FY [insert Year] DOE-NE Distinguished Early Career Program

To Whom It May Concern,

[Using the documentation format as outlined in the FOA, please insert brief introductory paragraph(s) related to the Academic/Unit Department Head and Applicant; this endorsement letter has a 2 page limit].

**Applicant’s Teaching Qualifications:**

**Applicant’s Research/Mentoring Qualifications:**

**Applicant’s Service Qualifications:**

**Current and Future Commitments of the Department and Applicant to focus on Nuclear Energy Research/Education/Service:**

Sincerely,

[Signature]

[Name]

[Title]

[Academic Institution Name]

[Phone Number]

[Email]