

[NAME]
[FACULTY TITLE]
[DEPARTMENT]
[UNIVERSITY]
[UNIVERSITY ADDRESS]
[DATE]

Dear ADSE Board Members,

I am pleased to offer my support and commitment to be the faculty sponsor of the ADSE chapter at the [UNIVERSITY] (ADSE@[UNIVERSITY]). I believe the goals of ADSE@[UNIVERSITY] will benefit the entire community including graduate students at [UNIVERSITY] and local community colleges. I am committed to supporting the ADSE@[UNIVERSITY] chapter in their biannual invited speaker series and outreach events.

I look forward to working closely with both the local chapter and the national organization including participating in videoconference meetings, responding promptly to emails, requesting support via my grants from [FUNDING AGENCIES], and participating in all speaker and outreach events.

Best Wishes,

[NAME]