***[Your Organization]***

Think Tank Lab
German Council on Foreign Relations
Rauchstr. 17-18
10787 Berlin

**[Date]**

**Confirmation of Support for [Insert Name] – Think Tank Leadership and Management Training**

Dear Think Tank Lab Team,

We hereby confirm that we support the application and, in case of selection, the participation of [name of applicant, position title] in the Think Tank Leadership and Management Training 2025.

We allow and encourage [name of applicant] to participate in the following two modules, each 2 ½ days as well as two online peer-learning sessions of two hours:

* Module I – Sectoral Change and Managing Research Projects

September 17, 2:00 PM – September 19 , 6:00 PM, MERICS (Berlin)

* Two Online Peer-Learning Sessions – Working on Leadership Challenges

September 23, 09:30 AM – 11:30 AM

October 7, 2:00 PM - 4:00 PM

* Module II – Leading a Team and Organizational Change

October 15, 2:00 PM – October 17, 6:00 PM, DGAP(Berlin)

Furthermore, we agree to cover the tuition fees of 790,00 EUR (excl. statutory VAT) and additionally the costs for travel and accommodation during the training modules in Berlin.

Yours sincerely,

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[name, position titel, institution]