

Letter of Intent

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Subject: Letter of Intent for Scientific Research Sponsorship

Dear [Recipient Name],

I am writing to express my intent to seek sponsorship for my upcoming research project titled "[Title of the Research Project]," which aims to [briefly describe the goal of the research]. As a [your position, e.g., graduate student, researcher] at [Your Institution/University], I believe that this project will contribute significantly to [mention the potential impact of the research].

We are seeking financial support to cover [list specific needs such as equipment, materials, travel, etc.], which will enable us to [explain how the support will be used in the research]. The estimated budget for this project is [insert budget total].

We believe that partnering with [Organization Name] aligns with your mission to [briefly connect the organization's goals with your research]. We are committed to acknowledging your support through [mention how you will recognize their sponsorship, such as publications, presentations, etc.].

I would appreciate the opportunity to discuss this proposal in further detail and explore how we can work together. Thank you for considering this sponsorship opportunity. I look forward to your positive response.

Warm regards,

[Your Name]

[Your Position]

[Your Institution/University]