

# Letter of Submission for Research Partnership Funding

[Your Name]

[Your Position]

[Your Institution/Organization]

[Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Position]

[Funding Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally submit a proposal for funding our research project titled "[Project Title]." Our team at [Your Institution/Organization] is eager to collaborate with [Recipient's Organization] to further explore [briefly describe the research focus].

The proposed project aims to [provide a concise summary of the objectives, significance, and expected outcomes]. We believe that by working together, we can achieve significant advancements in this field and contribute to the goals of both our organizations.

Enclosed please find our detailed proposal, which outlines the project's objectives, methodology, timeline, and budget. We are requesting a total funding amount of [specify amount] to support the execution and success of this initiative.

We are enthusiastic about the potential partnership and look forward to the opportunity to collaborate with [Recipient's Organization]. Please do not hesitate to contact me if you have any questions or require further information.

Thank you for considering our proposal. We greatly appreciate your time and support.

Sincerely,

[Your Name]

[Your Position]