

Funding Inquiry for Collaborative Research

Date: [Insert Date]

Recipient Name

Recipient Title

Recipient Organization

Recipient Address

Dear [Recipient Name],

I hope this message finds you well. My name is [Your Name], and I am a [Your Position] at [Your Institution/Organization]. I am reaching out to explore the possibility of collaborating on a research project that I believe aligns with the objectives of [Recipient Organization].

The proposed project, titled "[Project Title]," aims to [briefly describe the project's goals and significance]. We are particularly interested in [specific area or challenge] and believe that your expertise in [recipient's field of expertise] would greatly enhance the impact of our work.

To support this collaborative effort, we are currently seeking funding opportunities and would appreciate any guidance your organization can provide regarding potential grants or partnership possibilities. We are particularly interested in [any specific funding sources or grants applicable].

I would be grateful for an opportunity to discuss this proposal further and explore how we can work together. Please let me know your availability for a call or meeting at your convenience.

Thank you for considering this inquiry, and I look forward to your response.

Sincerely,

[Your Name]

[Your Position]

[Your Institution/Organization]

[Your Email]

[Your Phone Number]