

# Request for Sponsored Research Agreement Initiation

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Institution/Organization]

[Recipient's Address]

Dear [Recipient's Name],

I am writing to formally request the initiation of a Sponsored Research Agreement between [Your Institution/Organization Name] and [Recipient's Institution/Organization Name]. Given our interest in [briefly describe the research area], we believe that a partnership would yield significant benefits to both parties.

The proposed project aims to [provide a brief overview of the project objectives and goals]. We are confident that our combined expertise can contribute to the advancement of knowledge in this field.

We would appreciate the opportunity to discuss this collaboration in greater detail and explore potential funding sources. Please let us know your availability for a meeting within the coming weeks.

Thank you for considering our request. We look forward to the possibility of working together.

Sincerely,

[Your Name]

[Your Title]

[Your Institution/Organization]

[Your Phone Number]

[Your Email Address]