

# Letter of Shared Research Goals

Date: [Insert Date]

To: [Recipient's Name] [Recipient's Title]

[Library/Organization Name]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to express our enthusiasm for the potential collaboration between [Your Institution's Name] and [Library/Organization Name]. We believe that our combined efforts could significantly advance our shared research goals in the field of [specific field or topic].

Our primary objectives include:

- To improve access to research materials for [specific audience or demographic].
- To enhance data sharing and collaboration among researchers.
- To organize workshops and seminars that focus on [specific topics or skills].

We are confident that through collaborative efforts, we can foster a vibrant research environment that benefits both institutions. I would love to discuss this proposal further and explore how we can unite our resources and expertise.

Thank you for considering this opportunity for collaboration. I look forward to your response.

Best regards,

[Your Name]

[Your Title]

[Your Institution's Name]

[Your Email Address]

[Your Phone Number]