

Funding Request for Scholarly Research Project

[Your Name]

[Your Position]

[Your Institution]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Position]

[Funding Organization]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to request funding for my research project titled "[Project Title]." This project aims to [briefly describe the purpose and significance of the project].

With the support of [Funding Organization], I intend to [outline the major objectives and methodologies]. This research is expected to contribute significantly to [describe the expected impact on the field or community].

The total funding required for the project is [total amount], which will be allocated towards [detail how the funds will be used, e.g., equipment, materials, personnel, travel, etc.].

I have attached a detailed budget proposal and a timeline for the project's completion. I believe that this research aligns with [Funding Organization]'s mission to [mention any relevant goals or objectives of the funding organization].

Thank you for considering my request. I look forward to the possibility of collaborating with [Funding Organization] on this important project. Please feel free to contact me at [your phone number] or [your email address] if you require any further information.

Sincerely,

[Your Name]

[Your Position]

[Your Institution]