

Letter of Engagement

[Your Name]

[Your Position]

[Your Organization]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Stakeholder Name]

[Stakeholder Position]

[Stakeholder Organization]

[Stakeholder Address]

[City, State, ZIP Code]

Subject: Stakeholder Engagement Plan for Article Dissemination

Dear [Stakeholder Name],

I hope this letter finds you well. As part of our ongoing efforts to engage key stakeholders in the dissemination of our upcoming article titled "[Article Title]," we are reaching out to you to discuss potential collaboration and input.

Our article intends to address [briefly describe the focus of the article], and we believe your insights and expertise would greatly contribute to our efforts. We are keen on ensuring that the dissemination process is inclusive and incorporates the views of all relevant stakeholders.

We would appreciate the opportunity to discuss this further with you and explore how we can work together effectively. Please let us know your availability for a meeting within the next two weeks.

Thank you for considering this collaboration. We look forward to your positive response.

Warm regards,

[Your Signature]

[Your Printed Name]

[Your Position]

[Your Organization]