

# Formal Proposal for Research Partnership

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Institution]

[Your Institution Address]

Email: [Your Email]

Phone: [Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[Recipient's Institution]

[Recipient's Institution Address]

**Dear [Recipient's Name],**

I am writing to propose a formal collaboration between [Your Institution] and [Recipient's Institution] to pursue research in [specific research area]. Our mutual interests in [specific topics or goals] provide a solid foundation for a fruitful partnership.

The objectives of this partnership would include:

- [Objective 1]
- [Objective 2]
- [Objective 3]

We believe that by combining our resources and expertise, we can achieve significant advancements in [specific field]. We would appreciate the opportunity to discuss this proposal in more detail and explore the potential of our collaboration.

Please let me know your availability for a meeting. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Institution]