

Biotech Research Project Proposal

Date: [Insert Date]

To: [Institutional Review Board/Committee Name]

[Institution Name]

[Institution Address]

Dear Members of the Institutional Review Board,

I am writing to propose a research project titled "[Project Title]" which aims to [briefly describe the purpose of the project and its significance]. This project is being conducted by [Your Name] from [Your Department/Faculty], and its primary goal is to [state the main objectives of the research].

This research will involve [describe methodology briefly, including any participant involvement, data collection methods, and potential risks]. We are committed to ensuring the ethical treatment of all participants and will adhere to all guidelines set forth by this institution.

Please find attached the detailed project proposal, which includes the research design, participant information sheet, consent forms, and any additional materials required for your review.

We appreciate your consideration of this proposal and look forward to your feedback. Please do not hesitate to contact me at [Your Phone Number] or [Your Email Address] should you have any questions.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Institution]