

Dear [Recipient's Name],

I hope this message finds you well. I am reaching out to discuss our shared research objectives and explore how we can collaborate effectively to achieve our goals.

As we have previously discussed, our primary focus areas include [insert specific research areas]. I believe that by pooling our resources and expertise, we can enhance the impact of our work.

To facilitate our discussion, I suggest we schedule a meeting to outline our objectives and establish a roadmap for our collaboration. Please let me know your availability for a meeting in the coming weeks.

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

Best regards,

[Your Name]

[Your Position]

[Your Institution]

[Your Contact Information]