

Collaboration Request for Interdepartmental Research Project

[Your Name]
[Your Position]
[Your Department]
[Your Institution]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Position]
[Recipient's Department]
[Recipient's Institution]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to propose a collaboration between our departments on a research project that I believe aligns with both of our interests and expertise.

Our project, titled "[Project Title]," aims to explore [brief description of the project]. Given your department's strengths in [Recipient's Department Strengths], I believe that your involvement would be invaluable in achieving our objectives.

I would love the opportunity to discuss this collaboration further and explore how we can work together to make a meaningful impact in this area. Please let me know your availability for a meeting at your earliest convenience.

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

Sincerely,
[Your Name]
[Your Position]
[Your Department]