

# Letter of Intent for Joint Research Project

Date: [Insert Date]

To,  
[Recipient Name]  
[Recipient Title]  
[Recipient University Name]  
[Recipient University Address]

Dear [Recipient Name],

We are pleased to express our intent to establish a partnership between [Your University Name] and [Recipient University Name] for the purpose of collaborating on a joint research project titled "[Project Title]." This project aims to [Briefly Describe Project Objectives].

Our teams believe that collaborating on this research will bring significant benefits to both institutions, including [Mention potential benefits such as resource sharing, access to diverse expertise, etc.]. We are particularly excited about the opportunity to [Mention any specific innovation or goal].

We propose to hold an initial meeting to discuss this partnership in detail and explore funding opportunities, timelines, and roles. Please let us know your availability for a meeting in the coming weeks.

We look forward to the possibility of working together and achieving great outcomes through this partnership.

Thank you for considering this collaboration.

Sincerely,  
[Your Name]  
[Your Title]  
[Your University Name]  
[Your Contact Information]