

Proposal for Co-Hosting Scholarly Conferences

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Position]

[Recipient's Institution]

[Recipient's Address]

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am [Your Position] at [Your Institution]. I am writing to propose a collaborative opportunity for co-hosting a series of scholarly conferences that focus on [Topic/Field of Interest].

Given the increasing importance of [Topic/Field], I believe we can create a platform where researchers, practitioners, and thought leaders can come together to share ideas, present their work, and foster collaboration. I propose that we explore the possibility of organizing these conferences jointly, leveraging our combined networks and resources.

The potential benefits of co-hosting include:

- Pooling our intellectual resources to attract prominent speakers and participants.
- Enhancing visibility and outreach through our combined promotional efforts.
- Creating a more dynamic program that covers a broader range of topics within our field.

I would love the opportunity to discuss this proposal further. Please let me know your availability for a meeting or a call at your earliest convenience. I look forward to your response.

Thank you for considering this opportunity for collaboration.

Sincerely,

[Your Name]

[Your Position]

[Your Institution]

[Your Email]

[Your Phone Number]