

Agreement Letter for International Joint Grant Application

Date: [Insert Date]

To: [Insert Recipient's Name]

[Insert Institution's Name]

[Insert Institution's Address]

[Insert City, State, Zip Code]

Dear [Insert Recipient's Name],

We are pleased to submit this letter of agreement regarding our joint grant application for [Insert Grant Program's Name] to be submitted to [Insert Funding Agency's Name]. This application aims to address [briefly describe the objective of the research/project].

Our collaborating institutions will include:

- [Your Institution's Name] - [Your Institution's Role] - [Contact Information]
- [Collaborating Institution's Name] - [Role of Collaborating Institution] - [Contact Information]

We agree to share the responsibilities for the project as follows:

- [Your Institution's Responsibilities]
- [Collaborating Institution's Responsibilities]

This letter signifies our commitment to comply with the guidelines of the grant proposal and to work collaboratively towards achieving the objectives of the project. We believe that our joint efforts will contribute to the advancement of [Insert Field/Area of Research].

We look forward to your agreement and support in this collaborative endeavor. Please feel free to reach out for any additional information.

Thank you.

Sincerely,

[Your Name]

[Your Title]

[Your Institution's Name]

[Your Institution's Address]

[Your Contact Information]