

Letter of Intent

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Institution]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To [Funding Agency/Organization Name]

[Agency Address]

[City, State, Zip Code]

Subject: Letter of Intent for Oceanographic Research Funding

Dear [Recipient's Name],

I am writing to express my intention to apply for funding for my proposed research project titled "[Project Title]," which aims to investigate [briefly describe the focus of your research].

The primary objective of this study is to [state the main objectives of the research]. This research is essential as it will contribute to our understanding of [explain significance].

I am collaborating with [mention any co-investigators or institutions if applicable], and we believe that this project aligns with the mission and goals of [Funding Agency/Organization Name].

We anticipate that our research will result in [mention potential results or applications], thereby furthering advancements in the field of oceanography.

We are seeking funding of [insert desired funding amount] to cover [briefly list expected expenses].

Thank you for considering our intention to submit a full proposal. I look forward to the opportunity to discuss this project further and hope to contribute valuable insights into oceanography with your support.

Sincerely,

[Your Name]

[Your Title]

[Your Institution]