

# Letter of Introduction Seeking Research Partnership Financial Aid

[Your Name]

[Your Position]

[Your Institution]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Recipient's Institution]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. My name is [Your Name], and I am [Your Position] at [Your Institution]. I am writing to introduce our research project on [Brief Description of Research Project] and to explore potential partnership opportunities that would benefit both our institutions.

We believe that by collaborating with [Recipient's Institution] and leveraging our combined expertise, we can advance our understanding of [Research Topic/Field]. Furthermore, we are seeking financial aid to support this initiative, and we think that your support could be invaluable in achieving our goals.

We would greatly appreciate the opportunity to discuss this partnership further and explore how we can work together. Thank you for considering our proposal, and I look forward to your response.

Sincerely,

[Your Name]

[Your Position]

[Your Institution]