

[Principal Investigator Name]
[Department/Institute]
[Lead University/Organization Name]
[Physical Address]
[City, Country]
[Email Address]
[Phone Number]

[Date]

[Grant Officer Name or Selection Committee]
[Grant Program Name]
[Funding Agency Name]
[Agency Address]
[City, Country]

SUBJECT: APPLICATION FOR [NAME OF THE RESEARCH GRANT] - [TITLE OF PROPOSED PROJECT]

Dear Members of the [Grant Name] Selection Committee,

I am writing to formally submit our research proposal titled "[Project Title]" for consideration for the [Grant Name] program. This international cooperation project is a collaborative effort between [Lead Institution, Country] and [Partner Institution(s), Country/Countries].

The primary objective of this research is to [briefly state the core goal]. By leveraging the unique expertise and resources of our international partners-specifically [Partner Name]'s expertise in [Field] and our facility's capacity for [Capability]-we aim to address [Global Challenge or Research Gap].

This cooperation is vital because [mention why international collaboration is necessary for this specific project]. Our combined team brings together [Number] years of experience in [Field], and we have outlined a framework that ensures equitable knowledge exchange and impactful outcomes for both participating regions.

Please find attached the full proposal, budget justification, letters of support from all participating institutions, and the CVs of the core research team. We confirm that this project adheres to all ethical guidelines and international research standards required by [Funding Agency].

Thank you for your time and for the opportunity to apply for this funding. We look forward to the possibility of contributing to [Field/Sector] through this international partnership.

Sincerely,

[Principal Investigator Signature]

[Typed Name]

[Title/Position]

[Lead Institution Name]