

[Lead Principal Investigator Name]
[Department Name]
[University Name]
[Email Address / Phone Number]

[Date]

[Grant Selection Committee Name]
[Research Office/Grant Funding Body]
[University Name]

RE: Letter of Intent for [Grant Program Name] - [Project Title]

Dear Members of the Selection Committee,

I am pleased to submit this proposal for the *[Grant Program Name]* on behalf of a collaborative research team involving *[Department/Faculty 1]* and *[Department/Faculty 2]*. Our project, titled "*[Project Title]*," seeks to address *[Core Problem/Research Question]* through an interdisciplinary approach.

The collaboration brings together *[Name of Lead PI]*, specializing in *[Expertise]*, and *[Name of Co-Investigator]*, who contributes expertise in *[Expertise]*. This partnership is uniquely positioned to achieve the grant's objectives by combining *[Briefly mention specific methodologies or resources being shared]*.

The primary goals of this research are to *[Goal 1]* and *[Goal 2]*. We anticipate that the results of this study will contribute significantly to *[Field of Study]* and provide a foundation for future external funding applications. The proposed timeline and budget have been structured to ensure the efficient utilization of university resources over the *[Number]*-month grant period.

Thank you for your time and for considering this collaborative effort. We look forward to the possibility of advancing this research within the university community.

Sincerely,

[Lead PI Signature]
[Lead PI Printed Name]

[Co-Investigator Signature]
[Co-Investigator Printed Name]