

Request for Research Proposal Letter

[Your Organization's Name]

[Your Address]

[City, State, ZIP Code]

[Date]

[Recipient's Name]

[Address]

[City, State, ZIP Code]

Subject: Request for Research Proposal – [Research Topic/Field]

Dear [Recipient's Name],

[Your Organization Name] is pleased to invite proposals for research on [specific topic/field]. This project aims to [state the purpose of the research].

Proposals should focus on:

- **Research Objectives:** [List key objectives].
- **Methodology:** A clear outline of the proposed approach.
- **Budget and Timeline:** Detailed estimates.
- **Team Credentials:** Profiles of the research team.

Please submit your proposal by [submission deadline] to [contact details]. For further inquiries, feel free to reach out at [phone/email].

We look forward to your innovative solutions and contributions.

Sincerely,

[Your Name]

[Your Job Title]