### **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]