 July 1, 2021

Re: Letter of Intent RFA AG-12-005

Dear Dr. PROGRAM OFFICER:

This letter indicates our intent to submit a proposal in response to the funding opportunity, “NAME of RFA”, RFA XX-XX-XXX. The specifics of the proposed project are outline below.

**Descriptive Title**

**Investigator**

PD/PI:

**Key Personnel**

Additional key personnel are to be determined

**Participating Institutions** East Carolina University

**Submitting Institution** East Carolina University

Number and Title of FOA RFA-XX-XX-XXX: Title of FOA

Please don’t hesitate to contact me if you need additional materials

or information.

Best regards,

CAHS Researcher, PhD

Associate Professor

Department of ….

East Carolina University

Phone: \_\_\_\_\_\_\_\_\_

Fax: \_\_\_\_\_\_\_\_\_\_\_\_

email