

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Recipient's Title]
[Organization/Institution Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Letter of Intent for NNPI

I am writing to express my intent to [briefly state your purpose, e.g., apply for, participate in, collaborate on, etc.] the [specific program/project/initiative] under the NNPI framework.

[Paragraph 1: Introduce yourself and your organization, including relevant background information and expertise related to the NNPI.]

[Paragraph 2: Explain the purpose of your intent and what you hope to achieve through this collaboration or participation. Include any specific goals or objectives.]

[Paragraph 3: Highlight any relevant experience, previous work, or partnerships that support your intent and demonstrate your capability to contribute effectively.]

[Paragraph 4: Mention any specific resources or support you are seeking from the NNPI and how this aligns with their mission and objectives.]

I am looking forward to the opportunity to discuss this further and explore how our collaboration can make a positive impact. Thank you for considering my letter of intent.

Sincerely,

[Your Name]
[Your Title]
[Your Organization]