

[Institution/Organization Letterhead]

Date: [Insert Date]

To,  
[Researcher's Name]  
[Researcher's Address]  
[City, State, ZIP Code]

Subject: Acceptance of Research Proposal â€“ [Research Proposal Title]

Dear [Researcher's Name],

We are pleased to inform you that your research proposal titled **[Research Proposal Title]** has been reviewed and formally accepted by the [Name of Committee/Department].

Your proposal exhibits significant potential and aligns well with our research priorities. We appreciate the comprehensive effort put into your submission.

Please note the following terms and conditions, if any:

- [Term/Condition 1]
- [Term/Condition 2]
- [Add or remove as applicable]

Kindly confirm your acceptance of these terms and proceed as per the established guidelines for initiating your research. Should you require further assistance or have any queries, please feel free to contact us.

We extend our gratitude for your interest and contribution to the field, and we look forward to the successful completion of your research.

Sincerely,  
[Name]  
[Title/Position]  
[Institution/Organization Name]  
[Email Address]  
[Phone Number]