# Sample: Letter of Intent

## FY22 Iowa Cancer Plan Implementation Grant Cycle

***When complete, please submit your letter of intent as an attachment or as text within the body of an email message to*** [***schramm@canceriowa.org***](mailto:schramm@canceriowa.org)***.***

**<Insert date>**

Iowa Cancer Consortium

2501 Crosspark Road – Suite A

Coralville, Iowa 52241

Dear Iowa Cancer Consortium Board of Directors,

I wanted to write this letter today to let you know that **<Insert your organization’s name>** intends to submit an application in response to the Iowa Cancer Consortium’s FY22 Iowa Cancer Plan Implementation Grant, Invitation for Proposals.

**<Insert short 3-5 sentence project description and how the project relates to the 2018-2022 Iowa Cancer Plan>**

Sincerely,

**<Insert signature & contact information>**