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June 6, 2023

Division of Receipt and Referral (DRR)
Center for Scientific Review (CSR)
National Institutes of Health (NIH)
9000 Rockville Pike
Bethesda, Maryland 20892

**Re: Application for NIH Grant Program – FOA # and FOA Title
PI name**

To Whom It May Concern:

I am pleased to submit a grant proposal entitled, **project title**. This application is in response to funding opportunity **FOA # and FOA title**.

I am submitting this proposal under Continuous Submission privileges based upon, **identify the Study Section, Council, Board, or other Advisory Group on which you serve and the period of service**.

Thank you for your consideration.

Sincerely,

PI name
Signature block