

# Partnership Proposal Letter

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

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

Dear [Recipient's Name],

I hope this message finds you well. I am writing to propose a partnership between [Your Organization] and [Recipient's Organization] aimed at [briefly describe the purpose of the proposal, e.g., addressing community needs, enhancing outreach, etc.].

At [Your Organization], we have been dedicated to [describe your organization's mission and key initiatives]. We believe that collaborating with [Recipient's Organization] will significantly enhance our ability to make a positive impact in our community. Together, we can leverage our resources and expertise to [mention specific goals you hope to achieve, e.g., increase awareness, provide services, host events, etc.].

We would love the opportunity to discuss this collaboration further and explore how our organizations can work together. Please let us know a convenient time for you to meet, or we can arrange a virtual meeting if preferable.

Thank you for considering this partnership. I look forward to your positive response.

Sincerely,  
[Your Name]  
[Your Title]  
[Your Organization]