

# Clean Water Funding Request

Date: [Insert Date]

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

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

Dear [Recipient's Name],

I am writing to you on behalf of [Your Organization], a dedicated organization focused on improving water quality and access in [Insert Location/Community]. We are seeking funding to support our clean water initiative, which aims to [briefly describe the project objectives].

Access to clean and safe drinking water is a fundamental necessity for health and well-being. Unfortunately, many residents in our community currently lack access to these vital resources. Through our proposed project, we aim to [provide details about specific goals, the impact on the community, and any supporting data or research].

To achieve these goals, we are requesting a funding amount of [Insert Amount]. This funding will be allocated towards [briefly outline budget items or specific areas of need].

We believe that with your support, we can significantly improve the quality of life for our residents and promote sustainable water practices within our community. We would appreciate the opportunity to discuss this further and explore potential collaboration.

Thank you for considering our request. We look forward to your positive response.

Sincerely,

[Your Name]  
[Your Position]  
[Your Organization]