

Letter of Collaboration

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

[Recipient's Name]

[Recipient's Organization's Name]

[Recipient's Organization's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are excited to reach out to you regarding a potential collaboration between [Your Organization's Name] and [Recipient's Organization's Name]. Our mission to [briefly state your mission] aligns closely with the goals of your nonprofit, especially in the area of [specific area of collaboration].

We believe that by joining forces, we can enhance our impact and better serve our communities. We propose to collaborate on [specific project or initiative], which we think could greatly benefit from our combined resources and expertise.

We would love the opportunity to discuss this proposal further and explore how we can work together to achieve our shared objectives. Please let us know your availability for a meeting, or feel free to contact us at your convenience.

Thank you for considering this opportunity for collaboration. We look forward to the possibility of partnering with your esteemed organization.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]