

# Request for Foundation Grant Support

[Your Name]

[Your Position]

[Your Organization]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Foundation Name]

[Foundation Address]

[City, State, Zip Code]

Dear [Recipient Name],

We are writing to request grant support from [Foundation Name] for our project, [Project Name]. This initiative aims to [briefly describe the project's goal and impact].

Our organization, [Your Organization], has been dedicated to [state your mission or primary focus], and we have successfully [mention any achievements or previous projects]. With the support of your foundation, we hope to [explain how the grant will be used and the benefits it will bring].

We are seeking a grant of [specific amount] to help fund [specific aspects of the project]. We believe that your support will not only help us achieve our goals but also align with [Foundation Name]'s commitment to [align with foundation's mission].

We have attached our project proposal for your review, which includes detailed information about our project's objectives, timeline, and budget.

Thank you for considering our request. We would be grateful for the opportunity to discuss this in further detail and look forward to the possibility of partnering with [Foundation Name] to make a positive impact in our community.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]