

Dear [Recipient's Name],

We hope this letter finds you in good health and spirits. We are reaching out to you on behalf of the [Your Coalition Name], a community health coalition dedicated to improving the health and well-being of our community.

As part of our ongoing efforts to enhance resource sharing and collaboration among local organizations, we would like to invite you to participate in a resource-sharing initiative. We believe that by pooling our resources, we can effectively address the pressing health needs of our community.

We are keen to learn about the resources and programs your organization offers, as well as any current projects focused on community health. In turn, we would be happy to share information about our initiatives and resources available to support your efforts.

We would like to schedule a meeting on [suggest a date and time], either virtually or in person, to discuss how we can work together. Please let us know your availability, and feel free to suggest an alternative if the proposed time does not work for you.

Thank you for considering this opportunity for collaboration. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your Coalition Name]

[Your Contact Information]