

Letter of Intent to Establish a Non-Profit Foundation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

To Whom It May Concern,

I am writing to formally express my intention to establish a non-profit foundation, tentatively named "[Foundation Name]," dedicated to [briefly describe the mission or purpose of the foundation].

The foundation aims to [expand on objectives and activities, including the target community or cause]. We believe that by [describe how the foundation intends to make a difference], we can contribute positively to our community and beyond.

We plan to apply for 501(c)(3) status to ensure that our foundation can operate effectively and with the necessary tax-exempt benefits. We foresee the foundation being governed by a board of directors comprising [number] key individuals committed to the cause and possessing diverse expertise.

As part of our initial steps, we are conducting community outreach to gather support and will begin fundraising efforts once the foundation is formally established.

Thank you for your attention to this matter. I look forward to the opportunity to bring "[Foundation Name]" to fruition with the support of our community.

Sincerely,

[Your Name]

[Your Role, if applicable]