

Request for Endorsement

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am the [Your Position] at [Your Organization]. We are dedicated to [briefly describe your charity's mission and values].

We are currently in the process of applying for a grant from [Granting Organization Name] that focuses on [describe the focus of the grant]. This funding will enable us to [briefly describe the project or programs to be funded].

We are reaching out to request your endorsement of our organization for this grant application. An endorsement from [Recipient's Organization] would not only strengthen our application but also highlight the collaborative efforts between our organizations in making a difference in [specific community or cause].

We believe that with your support, we can significantly enhance our project's impact and reach. If you agree to endorse our application, we would be happy to provide you with any additional information or meet to discuss more details about our initiatives.

Thank you for considering our request. We greatly appreciate your support and look forward to the possibility of partnering in this endeavor.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Phone Number]

[Your Email Address]