

# Grant Proposal for [Preschool Name]

[Your Name]  
[Your Title]  
[Preschool Name]  
[Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Date]

[Recipient Name]  
[Recipient Title]  
[Foundation Name]  
[Foundation Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing on behalf of [Preschool Name] to seek your support through a grant from [Foundation Name] for our preschool programs aimed at fostering early childhood education in our community. Our foundation is dedicated to enabling children, particularly from underserved backgrounds, to achieve their full potential through quality education and enriching experiences.

At [Preschool Name], we have established programs that focus on [briefly describe programs, e.g., literacy, social skills, etc.]. However, to enhance our offerings, we require funding for [specific needs, such as educational materials, teacher training, facility improvements]. With your valuable assistance, we will be able to serve more children and improve education outcomes significantly.

We are seeking a grant of [specific amount] to [specific purpose or project]. Enclosed with this letter is our detailed proposal outlining our goals, budget, and the impact we aim to achieve in our community.

We would be grateful for the opportunity to discuss this proposal further and explore potential partnership avenues. Thank you for considering our request. I look forward to your positive response.

Sincerely,  
[Your Name]  
[Your Title]  
[Preschool Name]