

Partnership Request for Transit Project Funding

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Position]

[Recipient Organization]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am writing to propose a strategic partnership between [Your Organization] and [Recipient Organization] for the funding and development of an innovative transit project aimed at enhancing community mobility.

Our project, [Project Name], intends to [briefly describe the project objectives and benefits]. We believe that by collaborating with [Recipient Organization], we can leverage our combined resources and expertise to make a significant impact on our communities.

We are seeking funding support of [insert funding amount] to cover [provide a brief overview of what the funding will cover]. In return, [Recipient Organization] will benefit from [explain mutual benefits of the partnership].

I would welcome the opportunity to discuss this partnership with you further and explore how we can work together to make [Project Name] a reality. Please let me know a convenient time for us to meet or speak on the phone.

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

Sincerely,

[Your Name]
[Your Position]
[Your Organization]