

Proposal for Increase in Library Resources

Date: [Insert Date]

To: [Library Board/Director's Name]

[Library Name]

[Library Address]

Dear [Library Board/Director's Name],

I am writing to propose an increase in the resources available at [Library Name]. As we strive to promote literacy and education in our community, it has become evident that our current resources are insufficient to meet the growing demands of our patrons.

Needs Assessment

Over the past year, we have seen a [percentage]% increase in library usage, indicating a clear need for more books, digital resources, and other materials. Feedback from our patrons has highlighted a particular interest in [specific genres, subjects, etc.].

Proposed Increase

We propose an increase in funding by [specific amount or percentage] to enhance our collection in the following areas:

- [Area 1: e.g., Children's Literature]
- [Area 2: e.g., Digital Resources]
- [Area 3: e.g., Research Materials]

Benefits

This increase in resources will not only enhance user satisfaction but also improve community engagement and education through various programs and events that utilize these materials.

Thank you for considering this proposal. I am looking forward to discussing it further.

Sincerely,

[Your Name]

[Your Position]

[Library Name]

[Your Contact Information]