

# Grant Funding Application Request

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Grant Provider's Name]

[Grant Provider's Title]

[Grant Provider's Organization]

[Organization Address]

[City, State, Zip Code]

Dear [Grant Provider's Name],

I am writing to formally request funding for [briefly describe the project or program] at [Your Organization]. The goal of this project is to [insert project goals or objectives]. We believe that with your support, we can create a significant impact in our community.

We are seeking a grant of [insert amount] to help cover [briefly outline what the funds will be used for]. Our organization has a proven track record of [mention any relevant achievements or experience]. Enclosed with this letter are the detailed project proposal and budget outlining the specific allocation of funds.

We appreciate your consideration of our request and look forward to the possibility of collaborating with [Grant Provider's Organization]. Thank you for your time and support.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]