

Request for Donations to Support After-School Activities

Date: [Insert Date]

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am [Your Position] at [Your Organization/School Name]. We are reaching out to our community for support as we strive to provide enriching after-school activities for our students.

Our after-school program aims to [describe the purpose of the program, e.g., enhance learning, promote creativity, etc.]. Unfortunately, we are facing challenges in securing sufficient funding to maintain and expand these activities. We believe that every child should have access to quality after-school programs that inspire and engage them.

We kindly ask for your support in the form of a donation to help us continue offering these invaluable opportunities. Your contribution will directly impact the lives of our students by [mention specific benefits, e.g., funding supplies, facilities, or additional staff].

We deeply appreciate any assistance you can provide and would be happy to discuss this further or answer any questions. Together, we can make a difference in our community.

Thank you for considering our request. We look forward to the possibility of partnering with you to enrich the lives of our students.

Sincerely,

[Your Name]

[Your Position]

[Your Organization/School Name]

[Your Contact Information]