

Funding Request for Mission Trips and Outreach

Date: [Insert Date]

[Your Name]

[Your Title/Role]

[Your Organization's Name]

[Organization's Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Dear [Recipient's Name],

I am writing to you on behalf of [Your Organization's Name], which is dedicated to [briefly describe your organization's mission and purpose]. We are excited to announce our upcoming mission trip to [location] scheduled for [dates].

This trip represents a wonderful opportunity for our team to [describe the objectives of the trip, e.g. provide aid, organize community outreach, etc.]. However, to make this endeavor possible, we are seeking financial support to help cover travel expenses, supplies, and other logistical costs.

We are reaching out to you, as we believe your values align with our mission, and we would be immensely grateful for any contribution you could make toward this important initiative. Even a small donation can go a long way in helping us achieve our goals.

We are planning a fundraising campaign and are also open to partnering with you in other ways, whether through sponsorship or in-kind donations. We would love to discuss further how you can help make a difference in the lives of those we serve.

Thank you very much for considering our request. We hope to hear from you soon and look forward to possibly partnering with you in this life-changing mission.

Sincerely,

[Your Name]

[Your Title/Role]

[Your Organization's Name]