

# Funding Request for Community Development Project

Date: [Insert Date]

[Foundation's Name]

[Foundation's Address]

[City, State, Zip Code]

Dear [Foundation's Contact Name],

We are writing to you on behalf of [Your Organization's Name], a community-focused organization dedicated to [briefly describe your mission and goals]. We are seeking funding for our upcoming project, [Project Name], which aims to [describe the purpose of the project and its target audience].

This project will [explain how the project will benefit the community, including specific outcomes and impacts]. We estimate that the total cost of the project will be [insert amount], and we are seeking a grant of [insert amount] from [Foundation's Name] to help us achieve our goal.

We are committed to transparency and accountability, and we will provide regular updates on the project's progress. We believe that with your support, we can make a significant difference in our community.

Thank you for considering our request. We look forward to the opportunity to partner with [Foundation's Name] and make a lasting impact together.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]

[Your Organization's Address]

[Your Organization's Phone Number]

[Your Organization's Email Address]