

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

[Date]

[Grant Provider's Name]

[Grant Provider's Address]

[City, State, Zip Code]

Dear [Grant Provider's Contact Name],

We are writing to request funding for our nonprofit learning project, [Project Name], which aims to [briefly describe the project's purpose and goals]. With the increasing need for [mention the community issue or gap the project addresses], we believe that our project will significantly benefit [target audience].

[Your Organization's Name] has a proven track record in [mention relevant experience or past successes]. Our project will involve [give a brief overview of the project activities, timeline, and expected outcomes]. We are seeking a total of [amount requested] to support this initiative.

We are committed to [mention any partnerships, community involvement, or sustainability plans], and we believe that together with your support, we can make a meaningful impact.

Thank you for considering our proposal. We would be grateful for the opportunity to discuss this project further and explore how we can align our goals with your philanthropic mission. Please feel free to contact us at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Position]

[Your Organization's Name]