

Proposal for Arts Funding

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title/Position]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to you on behalf of [Your Organization/Yourself], to present a proposal for funding that aims to [briefly describe the purpose of your project]. Our project, titled "[Project Name]," seeks to [explain the objectives and significance of the project].

We believe that with your support, we can achieve [specific goals or impact you intend to create]. Our planned activities include [briefly outline main activities]. The total budget for this project is [amount], and we are seeking [amount sought] from [Recipient Organization].

Enclosed is our detailed proposal which outlines our project plan, budget, and timeline. We sincerely hope that you will consider our request for funding to make [Project Name] a reality.

Thank you for considering our proposal. We would be grateful for the opportunity to discuss this further at your convenience.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Position/Title]

[Your Organization Name]