

Collaborative Initiative Request

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. I am reaching out to propose a collaborative initiative between [Your Organization] and [Recipient Organization]. We believe that by working together, we can achieve greater impact in [describe goal or area of interest].

Our organization has been focused on [briefly describe your organization's work and mission]. We admire the work that [Recipient Organization] does in [mention relevant aspects of recipient's work], and we see a strong alignment in our goals.

We would love the opportunity to discuss this initiative further and explore how we can combine our efforts. Please let us know if you would be available for a meeting or call at your convenience.

Thank you for considering this opportunity for collaboration. I look forward to your positive response.

Best Regards,

[Your Name]

[Your Title]

[Your Organization]