

Funding Request for [Project Name]

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Organization Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

Dear [Donor's Name],

I hope this message finds you well. I am writing to formally request funding support from your donor-advised fund for our upcoming project, [Project Name], which aims to [briefly describe the purpose and goals of the project].

The project is designed to [elaborate on the project specifics, target audience, and expected outcomes]. We believe that with your generous support, we can significantly impact [the community/target group/etc.].

The total funding required for this project is [insert amount]. A detailed budget and project timeline are enclosed for your consideration. We are seeking a grant of [insert amount you are requesting] to help us achieve our goals.

We are grateful for your ongoing support and commitment to [relevant cause/mission]. Together, we can make a meaningful difference in the lives of [those you aim to help].

Thank you for considering our request. I would be happy to discuss this project in further detail and answer any questions you may have. I look forward to your positive response.

Warm regards,

[Your Signature (if sending a hard copy)]

[Your Name]

[Your Title]

[Your Organization]