

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Funder's Name]

[Funder's Organization]

[Funder's Address]

[City, State, Zip Code]

Dear [Funder's Name],

We hope this letter finds you well. We are writing to seek your support for [briefly describe your project or program], which aligns with our mission to [insert mission statement].

At [Your Organization's Name], we believe that art has the power to transform lives and communities. Since our founding in [Year], we have [briefly outline your achievements or past projects]. However, to continue our work and expand our impact, we require additional funding.

We are requesting a grant of [amount] to support [specific needs or projects]. This funding will allow us to [detailed description of how the funds will be used and the anticipated impact].

Your investment in our programming will not only [benefit the community, enhance accessibility, etc.], but also contribute to the wider arts landscape by [mention any collaborative efforts or larger goals].

We would be grateful for the opportunity to discuss this proposal further. Thank you for considering our request. We look forward to the possibility of partnering with you to enrich our community through the arts.

Sincerely,

[Your Name]

[Your Position]

[Your Organization's Name]