

# Fundraising Request for Charitable Endowment

[Your Name]

[Your Title]

[Your Organization]

[Organization Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

[City, State, ZIP Code]

Dear [Recipient Name],

I hope this letter finds you well. I am reaching out to share an exciting opportunity to support [briefly describe the cause/mission of your organization]. Our organization is dedicated to [explain the vision and goals].

As part of our ongoing efforts to sustain and expand our programs, we are establishing a charitable endowment fund that will enable us to [explain the purpose of the endowment and its long-term impact]. We believe that with your support, we can make a significant difference in our community.

We are seeking to raise [specific amount] to contribute toward the endowment. Your generous donation will not only help us achieve this goal but also ensure that we can provide [specific programs or benefits] for years to come.

If you would like to discuss this opportunity further, please feel free to contact me at [your phone number] or [your email address]. We would be honored to have your support as we work towards a brighter future.

Thank you for considering this opportunity to make a lasting impact.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]