

Funding Request for Assistance

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Social Welfare Agency Name]

[Agency Address]

[City, State, ZIP Code]

Subject: Request for Funding Assistance

Dear [Recipient Name],

I hope this letter finds you well. I am writing to seek your assistance through funding support from [Social Welfare Agency Name]. Due to [brief explanation of your current situation, e.g., financial hardship, health issues], I am facing difficulties in [specific needs such as paying bills, securing housing, accessing resources].

I have explored various avenues for assistance, but unfortunately, I have not been able to secure the necessary resources to [achieve specific goals]. With your agency's support, I believe I can [explain what you plan to achieve with the funding, e.g., regain stability, improve quality of life].

Attached are documents that provide further details on my situation, including [mention any supporting documents, e.g., income statements, medical bills]. I kindly request your consideration for a funding amount of [specific amount requested] to help me navigate through this challenging time.

Thank you for considering my request. I am hopeful for your support, and I look forward to your positive response.

Sincerely,

[Your Name]