

Letter of Inter-Agency Cooperation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Agency/Organization Name]

[Agency/Organization Address]

Dear [Recipient's Name],

We are pleased to extend this letter as an expression of our commitment to collaborate on strategic social service initiatives that benefit our communities. As representatives of [Your Agency/Organization Name], we recognize the importance of inter-agency cooperation in addressing the complex social challenges we face.

This collaboration aims to enhance service delivery, share resources, and leverage our collective strengths to improve outcomes for those we serve. We believe that by joining forces, we can foster innovative solutions and create a more impactful framework for social services.

We propose to convene a meeting to discuss specific areas of collaboration, including but not limited to:

- Joint program development
- Resource sharing
- Coordinated outreach efforts
- Data sharing for better service tracking

Please let us know your availability for an initial meeting. We are looking forward to your positive response and to forging a productive partnership.

Thank you for considering this opportunity for collaboration.

Sincerely,

[Your Name]

[Your Title]

[Your Agency/Organization Name]

[Your Contact Information]