

Resource Sharing Proposal

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to propose a partnership between [Your Organization] and [Recipient Organization]. As organizations dedicated to [briefly describe the mission of both organizations], I believe we can achieve significant impact through resource sharing.

We propose to share the following resources:

- [Resource 1: Description]
- [Resource 2: Description]
- [Resource 3: Description]

By collaborating, we can enhance our services, reduce costs, and extend our reach in the community. We would be thrilled to discuss this proposal further and explore how we can work together effectively.

Please let me know a convenient time for us to meet or discuss this proposal via phone at your earliest convenience.

Thank you for considering this partnership opportunity. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]