

Proposal for Energy Efficiency Project

[Your Name]

[Your Title]

[Your Company/Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[School Name]

[School Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to propose an energy efficiency project aimed at improving sustainability and reducing operational costs at [School Name]. With rising energy costs and a growing emphasis on environmental stewardship, our initiative offers an opportunity for your institution to lead by example.

Our project includes:

- Energy audits to identify current inefficiencies.
- Recommendations for energy-saving measures (e.g., LED lighting, HVAC upgrades).
- Implementation and project management support.
- Training for staff and students to promote sustainable practices.

We believe that this project will not only benefit [School Name] but also serve as a model for other institutions in the community. We would love the opportunity to discuss this proposal in detail and explore ways to collaborate.

Thank you for considering this proposal. I look forward to your response.

Sincerely,

[Your Name]

[Your Title]

[Your Company/Organization]