

# Proposal for Establishing an Endowment Fund

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. As a proud member of the [School Name] alumni community, I am reaching out to propose the establishment of a new endowment fund aimed at supporting future generations of students at our beloved school.

The purpose of this endowment fund would be to provide scholarships, enhance educational programs, and ensure that [School Name] continues to thrive in an ever-evolving educational landscape. By creating this fund, we can honor the legacy of our alma mater and give back to the community that has given us so much.

Our proposal includes:

- A detailed plan for fund allocation
- Strategies for fundraising
- A governance structure for the fund

We believe that with the support of our alumni network, we can raise [insert targeted amount] to launch this initiative. To discuss this proposal further, I would love to arrange a meeting at your earliest convenience.

Thank you for considering this opportunity to make a lasting impact on [School Name] and its future students. I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Your Graduation Year]

[Your Contact Information]