

Request for Low Income Energy Funding

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request financial assistance through your Low Income Energy Funding program. As a resident of [Your City/State], I am currently facing significant financial challenges that have made it increasingly difficult for me to maintain adequate energy services in my home.

Due to [briefly explain your situation, e.g., job loss, medical expenses], my income has substantially decreased, leaving me unable to pay my energy bills. I have exhausted all other options and am reaching out for support.

The assistance from your program would greatly alleviate my financial burden and ensure that I have the energy services I need, especially during the upcoming [mention any relevant season, e.g., winter]. I have attached all required documentation, including proof of income, utility bills, and identification, to support my application.

Thank you for considering my appeal. I appreciate any assistance you may be able to provide and look forward to your timely response.

Sincerely,

[Your Name]