

# Funding Request Letter

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization]

[Your Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Dear [Sponsor's Name],

I am writing to you on behalf of [Your Organization], a dedicated group committed to improving mental health awareness and support within our community. We are excited to announce our upcoming event, [Event Name], which will take place on [Event Date] at [Event Location]. This event aims to [briefly describe the purpose and importance of the event].

To make this event a success, we are seeking sponsorship from organizations like yours that share our commitment to mental health advocacy. We anticipate an attendance of [estimated number of attendees] individuals from our community, including [mention any specific groups or demographics]. Your support will help us cover [specific costs, e.g., venue rental, materials, speakers, etc.].

In return for your generous sponsorship, we would be proud to offer [list benefits for the sponsor, such as logo placement, promotional opportunities, etc.]. Together, we can make a significant impact on mental health awareness and support in our community.

Thank you for considering our request. We would be happy to discuss this opportunity further and explore how we can work together. Please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Position]

[Your Organization]