

# Request for Funding to Improve Digital Literacy Access

[Your Name]

[Your Title]

[Your Organization]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to request funding to support our initiative aimed at improving digital literacy access in [specific community or demographic]. As you know, digital literacy is a critical skill in today's technology-driven world, and many individuals in our community lack the necessary resources and training to navigate digital tools effectively.

With the funds we are requesting, we plan to implement workshops, provide resources, and create a mentorship program to help elevate digital literacy levels. Our budget includes [brief outline of the budget], and we believe that this funding will make a significant impact on our community by equipping individuals with vital skills for personal and professional growth.

We are confident that with your support, we can broaden access to digital literacy education and empower our community members to thrive in the digital age. We respectfully request a meeting to discuss this proposal further and explore potential collaboration.

Thank you for considering our request. We look forward to the opportunity to work together toward enhancing digital literacy access.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]