

Storm Damage Impact Report

Date: [Insert Date]

To: [Insert Recipient Name]

[Insert Recipient Title]

[Insert Organization Name]

[Insert Organization Address]

Introduction

Dear [Recipient Name],

We hope this message finds you well. We are writing to provide an impact report regarding the recent storm that affected our organization and the communities we serve.

Overview of the Event

On [Insert date of storm], severe weather conditions, including heavy rainfall and strong winds, caused significant damage in [Insert Location].

Damage Assessment

- **Infrastructure Damage:** [Briefly describe damage to facilities, e.g., roofs, walls, etc.]
- **Community Impact:** [Describe how the storm impacted the local community, e.g., displacement, loss of services.]
- **Operational Disruptions:** [Detail any interruptions to programs or services the organization provides.]

Assistance Needed

In light of the extensive damage, we urgently need support in the form of:

- Funding for repairs
- Donations of supplies and equipment
- Volunteer support for recovery efforts

Conclusion

We thank you for your consideration of our situation and any support you can provide.

Sincerely,

[Your Name]

[Your Title]

[Organization Name]

[Contact Information]