

# Request for Joint Initiatives

Date: [Insert Date]

[Your Name]  
[Your Position]  
[Your Organization]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Recipient Name]  
[Recipient Position]  
[Public Sector Agency Name]  
[Agency Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express our interest in collaborating with [Public Sector Agency Name] on joint initiatives that align with our mutual goals of [briefly describe goals, e.g., community development, education enhancement, environmental sustainability, etc.].

At [Your Organization], we believe that by working together, we can leverage our strengths to achieve greater impact in our community. We have identified several areas where our interests align, including [list a few specific areas or projects].

We would like to propose a meeting to discuss potential collaborative efforts, explore synergies, and outline actionable steps for our partnership. Please let us know your availability for a meeting at your earliest convenience.

Thank you for considering this opportunity for collaboration. We look forward to the possibility of working together to create positive change in our community.

Sincerely,

[Your Name]  
[Your Position]  
[Your Organization]