

Partnership Proposal for Community Service Day

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[City, State, Zip]

Email: [Your Email]

Phone: [Your Phone Number]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

[City, State, Zip]

Dear [Recipient Name],

I hope this message finds you well. I am writing to propose a partnership for our upcoming Community Service Day, scheduled for [Insert Date]. This event aims to bring together community members to engage in meaningful service projects that will benefit [specify the community, e.g., local schools, parks, shelters, etc.].

We believe that [Recipient Organization's Name] shares our commitment to [mention shared values or missions], and your involvement would greatly enhance the impact of this event.

We are seeking partners to assist with [list specific needs such as volunteers, resources, funding, etc.], and we would love to have your organization on board. In return, we offer [mention benefits such as visibility, recognition, etc.].

We would be thrilled to discuss this proposal further and explore how we can work together to make a positive difference in our community. Please let me know a convenient time for you to meet or have a phone conversation.

Thank you for considering this opportunity to partner with us for a great cause.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]