

Follow-up on Community Service Collaboration

Dear [Recipient's Name],

I hope this message finds you well. I wanted to follow up regarding our recent conversation about the community service collaboration between [Your Organization/Group Name] and [Recipient's Organization/Group Name].

We are very enthusiastic about the potential to work together and believe that our combined efforts can make a positive impact in our community. I would like to discuss the next steps we can take to move this collaboration forward.

Please let me know your availability for a meeting or a phone call in the coming weeks. I look forward to hearing from you soon.

Thank you for considering this partnership!

Best regards,

[Your Name]

[Your Title]

[Your Organization/Group Name]

[Your Phone Number]

[Your Email Address]