

Invitation to Join the Advisory Board

Date: [Insert Date]

Dear [Name of Government Representative],

On behalf of [NGO Name], I am pleased to invite you to join our Advisory Board. Your expertise and commitment to [specific area or issue] would provide invaluable insights and guidance to our organization as we strive to make a positive impact in the community.

The Advisory Board plays a crucial role in shaping our strategies and initiatives. We believe that your involvement would enhance our efforts and foster collaboration between government and non-government sectors.

Our first meeting will be held on [insert date] at [insert location]. We would be honored to have your participation.

Please let us know your availability by [insert response deadline]. We are looking forward to the opportunity to work together.

Thank you for considering this invitation. Should you have any questions, please feel free to contact me at [your contact information].

Sincerely,

[Your Name]

[Your Title]

[NGO Name]

[NGO Address]

[NGO Phone Number]

[NGO Email]