

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Date: [Insert Date]

[Grantor's Name]

[Grantor's Title]

[Grantor's Organization]

[Grantor's Address]

[City, State, Zip Code]

Dear [Grantor's Name],

We are writing to seek funding for [brief description of the project/technology initiative] that will [state the goal and benefit to your nonprofit organization and community]. Our organization, [Your Organization's Name], has been dedicated to [your mission statement or purpose] since [year of establishment].

Your generous grant of [amount requested] would allow us to [describe how the funds will be used]. This initiative will not only enhance our operational efficiency but also significantly improve our engagement with [target audience/community].

We believe that with your support, we can [mention expected outcomes and impact of the project]. Attached, you will find our project proposal, budget, and relevant documentation for your review.

Thank you for considering our request. We hope to partner with [Grantor's Organization] in making a difference in our community through innovative technology solutions.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]