

Partnership Request for Educational Literacy Project

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

Dear [Recipient's Name],

I hope this letter finds you well. My name is [Your Name], and I am the [Your Title] at [Your Organization]. We are dedicated to enhancing educational literacy in our community, and I am writing to explore a potential partnership between our organizations.

At [Your Organization], we have initiated an educational literacy project aimed at [brief description of the project and its objectives]. We believe that collaboration with [Recipient's Organization] can amplify our impact and help us reach a wider audience.

We are particularly interested in [specific areas of collaboration, such as resources, expertise, or joint activities]. Your organization's commitment to [Recipient's Organization's relevant mission or initiatives] aligns perfectly with our goals.

I would love the opportunity to discuss this further and explore how we can work together to promote educational literacy. Please let me know a convenient time for us to meet or have a call.

Thank you for considering this partnership opportunity. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Email Address]

[Your Phone Number]