

# Funding Request Letter for Climate Adaptation Strategies

Date: [Insert Date]

[Your Name]  
[Your Title]  
[Your NGO Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Recipient Name]  
[Recipient Title]  
[Funding Organization Name]  
[Organization Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to you on behalf of [Your NGO Name], an organization dedicated to [briefly describe your NGO's mission]. We are currently seeking funding to implement climate adaptation strategies that will benefit [describe target community or ecosystem].

Climate change poses an unprecedented threat to our environment and our communities, particularly in [mention specific threats]. To address these challenges, we are proposing the following strategies: [briefly outline your proposed strategies]. These initiatives aim to [explain goals and intended impact].

We are requesting a grant of [insert amount] from [Funding Organization Name] to support these essential efforts. Our project has the potential to [describe potential benefits and outcomes], making a meaningful impact in the lives of those affected by climate change.

We would be grateful for the opportunity to discuss this proposal further and explore ways we can collaborate for a more sustainable future. Please find attached our detailed project proposal for your review.

Thank you for considering our request. We look forward to your positive response.

Sincerely,

[Your Name]  
[Your Title]  
[Your NGO Name]