

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Grant Provider's Name]

[Grant Provider's Organization]

[Address]

[City, State, Zip Code]

Dear [Grant Provider's Name],

We are writing to request funding in the amount of [specific amount] to support our nonprofit organization, [Your Organization's Name]. Our mission is to [briefly describe your mission and objectives].

Despite the challenges faced during [relevant timeframe or event], we have successfully [mention any key accomplishments or ongoing programs]. With your support, we aim to [describe how the funding will be used and the impact it will have].

Your organization's commitment to [mention the grant provider's area of interest or mission] aligns perfectly with our goals. We believe that together we can [explain potential collaboration benefits].

Thank you for considering our request. We would be grateful for the opportunity to discuss our proposal further and explore how we can work together to make a significant impact in our community.

Sincerely,

[Your Name]

[Your Position]

[Your Organization's Name]