

Outreach Program Collaboration Proposal

Date: [Insert Date]

[Your Name]
[Your Position]
[Your Organization]
[Your Address]
[City, State, Zip Code]

[Recipient's Name]
[Recipient's Position]
[Local Council Name]
[Local Council Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to propose a collaboration between [Your Organization] and [Local Council Name] for our upcoming outreach program aimed at [briefly state program purpose, e.g., community health awareness, environmental sustainability, etc.]. Our mission is to [briefly state mission], and we believe that partnering with the local council will amplify our efforts and positively impact the community.

We are organizing [describe the program briefly, including date, location, and target audience], and we would like to invite the local council to join us as a partner. Your participation would greatly enhance the visibility and effectiveness of the program.

We propose a meeting to discuss the potential collaboration and how we can work together to make this outreach program a success for our community. Please let us know your availability for a brief discussion in the coming weeks.

Thank you for considering this opportunity. We look forward to the possibility of working together to serve our community.

Sincerely,

[Your Name]
[Your Position]
[Your Organization]
[Your Contact Information]