

Capital Campaign Request for Healthcare Facility Expansion

Date: [Insert Date]

[Donor's Name]

[Donor's Address]

[City, State, Zip]

Dear [Donor's Name],

We hope this letter finds you in great health and high spirits. As a valued member of our community, we are reaching out to share an exciting opportunity to make a significant impact on healthcare in our area.

Our facility, [Healthcare Facility Name], has been dedicated to providing exceptional care and services to our community for [number] years. However, as our population continues to grow, we are facing unprecedented demands that necessitate an expansion of our capabilities. To meet these needs, we have launched a capital campaign to raise [amount] for the expansion of our facility.

The planned expansion will include [briefly outline the key components of the expansion, e.g., new patient rooms, advanced surgical suites, community healthcare programs, etc.]. This project will not only enhance the quality of care we provide but will also create a more sustainable healthcare environment for generations to come.

We are reaching out to you, a leader in our community, to invite you to join us in this vital initiative. Your contribution will help us turn our vision into reality and ensure that everyone in our community has access to the quality healthcare they deserve. We are asking for a commitment of [specific amount or range], but any support you can provide will be greatly appreciated.

We would be honored to speak with you about this campaign and the difference your support could make. Please feel free to contact me at [your phone number] or [your email address] to discuss this further.

Thank you for considering this opportunity to positively impact our community. Together, we can build a healthier future.

Sincerely,

[Your Name]

[Your Title]

[Healthcare Facility Name]

[Contact Information]