

Introduction to Planned Giving

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

[Date]

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

Dear [Recipient's Name],

I hope this letter finds you well. I am reaching out to introduce you to an impactful opportunity through [Foundation Name] that we believe aligns with both our missions. Our foundation is committed to fostering long-term relationships with our donors, and we aim to ensure that their legacy lives on through planned giving.

Planned giving is an incredible way for donors to contribute to our cause while also enjoying potential tax benefits and the satisfaction of knowing their contributions will make a lasting impact.

We would love to discuss how we can work together to promote this essential facet of philanthropy. Your support can help us transform lives and leave a significant legacy in our community.

Please let me know a convenient time for you to discuss this further, or feel free to reach out directly at [Your Phone Number] or [Your Email Address].

Thank you for considering this opportunity for collaboration. I look forward to hearing from you soon.

Sincerely,
[Your Name]
[Your Title]
[Foundation Name]