

Collaboration Proposal for Community Service Project

Date: [Insert Date]

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Organization's Name]

[Recipient's Organization's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We hope this letter finds you well. We are [Your Organization's Name], a nonprofit organization dedicated to [briefly describe your mission]. We are reaching out to propose a collaborative partnership for an upcoming community service project that we believe will be mutually beneficial.

The project, titled "[Project Name]," aims to [describe the purpose and goals of the project]. We believe that working together with [Recipient's Organization's Name] will greatly enhance the impact of this initiative, given your organization's expertise in [mention relevant expertise].

We would love the opportunity to discuss this proposal further and explore ways we can collaborate. We are confident that, together, we can make a significant difference in our community.

Please let us know a convenient time for you to meet. We look forward to the possibility of working together and making a positive impact on our community.

Thank you for considering this proposal.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]