

Project Proposal

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Organization's Name]

[Organization's Address]

[City, State, Zip Code]

Subject: Proposal for [Project Title]

Dear [Recipient's Name],

We are writing to propose a collaboration on a technology project aimed at [briefly describe project goal]. As a nonprofit organization dedicated to [your nonprofit's mission], we believe that this initiative aligns with both our objectives and the interests of [Recipient's Organization].

Project Overview

[Provide a short overview of the project, including purpose and expected outcomes.]

Goals and Objectives

- [Goal 1]
- [Goal 2]
- [Goal 3]

Project Timeline

[Detail the proposed timeline for the project, including key milestones.]

Budget Overview

[Provide a brief overview of the budget, including total expenses and funding sources.]

Conclusion

We believe that with your support, this project has the potential to create a significant impact within our community. We are excited about the possibility of partnering with [Recipient's Organization] and look forward to discussing this proposal further.

Thank you for your time and consideration.

Sincerely,

[Your Name]

[Your Position]

[Your Organization's Name]