

Dear [Recipient's Name],

We hope this message finds you well. My name is [Your Name], and I am the [Your Position] at [Nonprofit Organization Name]. We are dedicated to [briefly describe mission or purpose of the nonprofit].

We would like to reach out to you to discuss opportunities for collaboration and support. Your work in [Recipient's field or expertise] aligns closely with our mission, and we believe that together we can make a significant impact in our community.

We are particularly excited about [mention any upcoming event, project, or initiative], and we would love to explore ways in which you can support or participate. Your insights and experience would be invaluable as we strive to [mention specific goal or objective].

Please let us know a convenient time for you to discuss this further. We truly appreciate your consideration and hope to hear from you soon.

Thank you for your time and support.

Sincerely,

[Your Name]

[Your Position]

[Nonprofit Organization Name]

[Your Phone Number]

[Your Email Address]