

Request for Crisis Recovery Funding

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization]

[Organization Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Recipient's Name]

[Recipient's Position]

[Recipient's Organization]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request funding to assist [Your Organization] in our efforts toward crisis recovery following [brief description of the crisis].

The impact of this crisis has been profound, affecting [describe the affected areas or groups, e.g., community members, services, etc.]. As a result, we have developed a comprehensive recovery plan aimed at [briefly outline the objectives of the recovery plan].

To successfully implement this plan, we estimate that a total of [insert amount] is required. These funds will be allocated toward [briefly describe how the funds will be used].

We believe that with your support, we can rebuild and strengthen [mention the community or area affected] and facilitate a more resilient post-crisis environment.

Thank you for considering our request. I would be grateful for the opportunity to discuss this further and am happy to provide any additional information you may require.

Warm regards,

[Your Name]

[Your Position]

[Your Organization]