

Collaboration Proposal

[Your Name]
[Your Position]
[Your Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient Position]
[Recipient Organization]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to propose a collaboration between [Your Organization] and [Recipient Organization] to address [specific issue or project]. Given our shared goals in [relevant field], I believe that our partnership could significantly enhance our impact on [target audience or community].

[Your Organization] has successfully [briefly describe previous relevant projects or achievements]. We envision a collaborative effort that will [outline the mutual benefit and objectives of the collaboration].

I would love the opportunity to discuss this proposal further and explore how we can work together to achieve our common goals. Please let me know a convenient time for us to connect.

Thank you for considering this opportunity for collaboration.

Sincerely,

[Your Name]
[Your Position]
[Your Organization]