

Funding Request for Scholarship Endowment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to request funding for the establishment of a scholarship endowment dedicated to [specific purpose or field, e.g., "supporting underprivileged students in pursuing higher education"]. This endowment aims to provide financial assistance to deserving students who demonstrate [mention any criteria, such as "academic excellence, financial need, or community service"].

The need for this scholarship is evident as [provide brief statistics or anecdote about the need for such support]. By contributing to this endowment, you will not only help alleviate the financial burdens on these students but also invest in the future leaders of our community.

We propose to establish the endowment with an initial fundraising goal of [insert dollar amount]. Your generous contribution will [explain the impact of the funding, e.g., "allow us to offer at least X number of scholarships each year"].

Thank you for considering this opportunity to make a lasting difference in the lives of our students. I would be happy to discuss this proposal further at your convenience.

Sincerely,

[Your Name]

[Your Title/Position]

[Your Organization]