

Proposal for Establishing a Scholarship Endowment

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Your Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to propose the establishment of a scholarship endowment aimed at supporting students who demonstrate financial need and academic excellence in [specific field or area of study]. This scholarship will provide deserving students with the opportunity to pursue their educational goals without the burden of financial constraints.

Through this endowment, we aim to create a sustainable fund that will assist students at [Institution's Name] for many years to come. The scholarship will not only ease the financial burden but also encourage academic achievement and community involvement among recipients.

I would like to discuss the proposal further and explore potential partnership opportunities. Please let me know a convenient time for us to meet or have a conversation.

Thank you for considering this important initiative. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]