

Budget Proposal for Partnership Collaboration

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

Dear [Recipient's Name],

We are excited about the potential partnership between [Your Organization] and [Recipient's Organization]. To facilitate our collaborative efforts in [briefly describe project or initiative], we have outlined a budget proposal to ensure transparency and effective resource allocation.

Budget Overview

Item	Estimated Cost
Personnel	[\$Amount]
Materials	[\$Amount]
Travel Expenses	[\$Amount]
Other Costs	[\$Amount]
Total	[\$Total Amount]

We believe that this partnership has the potential to achieve significant outcomes, and we are keen to discuss this proposal in detail at your earliest convenience. We look forward to your feedback and hope to take the next steps towards a fruitful collaboration.

Thank you for considering this partnership opportunity.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]