

Partnership Request for Community Outreach Program

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Recipient's Position]

[Recipient's Organization]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. My name is [Your Name], and I am [Your Position] at [Your Organization]. We are dedicated to improving our community through various outreach programs aimed at [briefly describe the purpose of your organization].

We believe that collaboration is key to driving impactful change, and we are reaching out to propose a partnership with [Recipient's Organization] for our upcoming community outreach program, titled "[Program Name]." This program aims to [briefly describe the goals and objectives of the program].

Given your organization's commitment to [mention any relevant goals or values of the recipient's organization], we think that together, we can make a significant difference in our community. We envision a partnership where both our organizations can leverage our strengths to reach our shared goal of [mention a common goal or interest].

We would love the opportunity to discuss this partnership in more detail. Please let us know a convenient time for you, and we can arrange a meeting or call. Thank you for considering this opportunity to collaborate for a greater cause.

Looking forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]