

Project Proposal for [Project Name]

[Date]

[Donor's Name]

[Donor's Address Line 1]

[Donor's Address Line 2]

Dear [Donor's Name],

I am writing to you on behalf of [Your Organization's Name] to share an exciting opportunity to make a meaningful impact in our community through [brief description of the project].

[Project Name] aims to [insert key goals and objectives]. We believe this initiative aligns closely with your philanthropic mission of [mention donor's interests or initiatives], and we would be honored if you would consider supporting us.

The total cost of this project is [insert total budget], and we are seeking a gift of [insert requested amount] from you as a major gift donor. Your generosity will [describe how the funds will be used and the expected outcomes of the project].

[Optional: Include a personal story or testimonial that illustrates the need for the project. This could be a powerful example of how similar past contributions have made a difference.]

We would love the opportunity to discuss this proposal further and explore how your support can transform lives in our community. I will follow up with you on [insert date] to see if you would be available for a meeting or call.

Thank you for considering this opportunity to partner with us in [insert brief statement about the impact]. Together, we can [insert inspiring conclusion].

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]

[Your Phone Number]

[Your Email Address]