

# Request for Funding for Social Service Program Growth

Date: [Insert Date]

[Your Name]

[Your Title]

[Your Organization]

[Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Dear [Recipient's Name],

I am writing to formally request funding for the growth and expansion of our social service program, [Program Name], which has been pivotal in addressing [specific issues your program addresses] within our community.

Since our inception in [Year], we have served [number of clients served] clients and have made a significant impact through [brief description of services and outcomes]. However, to continue and enhance our efforts, we need financial support to [specific needs, such as hiring more staff, expanding services, etc.].

We are seeking a total funding amount of [specific amount], which will be allocated towards [briefly outline budget and intended use of funds]. With your support, we can reach [number of additional clients] more individuals and provide them with the essential services they need.

We would greatly appreciate the opportunity to discuss this request further and explore how we can work together to uplift our community. Thank you for considering our request. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]