

# Letter of Intent

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization]

[Organization Address]

[City, State, Zip Code]

Email: [Your Email]

Phone: [Your Phone Number]

[Grantor Organization Name]

[Grantor Organization Address]

[City, State, Zip Code]

Dear [Grantor Contact Name],

I am writing to express our intent to apply for the Cultural Outreach Grant. Our organization, [Your Organization Name], is dedicated to promoting cultural diversity and enhancing community engagement through arts and educational initiatives.

We aim to launch a project titled "[Project Title]," which will [briefly describe the project's goals and activities]. We believe this initiative will not only enrich our local culture but also foster understanding among various communities.

We appreciate the opportunity to submit a formal application and look forward to collaborating with [Grantor Organization Name] to make a positive impact in our community.

Thank you for considering our intention. We are excited about the possibility of working together.

Warm regards,

[Your Name]

[Your Position]

[Your Organization]