

Budget Outline for Poverty Alleviation Project

Date: [Insert Date]

To: [Funding Organization Name]

From: [Your Organization Name]

Project Title: [Insert Project Title]

Overview:

This document outlines the proposed budget for the [Insert Project Title], aimed at alleviating poverty in [Insert Location].

Budget Breakdown:

Item	Description	Estimated Cost
Personnel	Salaries for project staff	[\$Amount]
Materials	Supplies for training and community programs	[\$Amount]
Travel	Transportation costs for project logistics	[\$Amount]
Administrative	Operational costs including utilities	[\$Amount]
Evaluation	Monitoring and evaluation of project outcomes	[\$Amount]
Total Budget		[\$Total Amount]

Funding Request:

We are seeking a total funding amount of \$[Insert Total Funding Amount] to effectively implement this project and achieve the desired outcomes.

Conclusion:

Thank you for considering our request for funding. We are committed to making a meaningful impact in the fight against poverty and look forward to your positive response.

Sincerely,

[Your Name]

[Your Position]

[Your Organization Name]
[Your Contact Information]