

Request for Special Education Funding

Date: [Insert Date]

To: [Recipient's Name] [Recipient's Title] [School District/Organization Name] [Address] [City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request funding for special education services for my child, [Child's Name], who is currently enrolled in [Grade/Class] at [School Name]. As you may be aware, [Child's Name] has been diagnosed with [specific disability or condition], which significantly impacts their ability to learn and thrive in a traditional educational setting.

To ensure that [Child's Name] receives the support necessary to succeed academically and socially, we believe it is crucial to provide access to specialized services such as [list specific services needed, e.g., speech therapy, occupational therapy, one-on-one tutoring, etc.]. We have reviewed the available resources and believe that additional funding is essential for obtaining these services.

We kindly request that the school district consider our application for funding for the upcoming academic year. We are committed to working collaboratively with the school and other stakeholders to ensure that [Child's Name] receives the appropriate educational supports tailored to their needs.

Thank you for your consideration of this important matter. We look forward to your prompt response and are hopeful for a positive outcome that will benefit [Child's Name] and their educational journey.

Sincerely,

[Your Name] [Your Address] [City, State, Zip Code] [Your Phone Number] [Your Email Address]