

Elder Support Program Application

Date: [Insert Date]

To: [Program Administrator's Name]

[Organization's Name]

[Organization's Address]

Dear [Program Administrator's Name],

I am writing to formally apply for the Elder Support Program on behalf of [Elder's Name], who is [Elder's Age] years old and resides at [Elder's Address].

Due to [brief explanation of the elder's situation, e.g., health issues, financial conditions], we believe that the support provided by your program would greatly assist [Elder's Name] in maintaining their quality of life and promoting their well-being.

We are specifically seeking assistance with [list specific needs, e.g., transportation, home care services, meal delivery]. Your program is highly regarded in our community, and we are hopeful that [Elder's Name] can benefit from the resources and support you offer.

Attached to this letter are the necessary documents, including [list attached documents, if any], to further support our application.

Thank you for considering our application. We look forward to your positive response.

Sincerely,

[Your Name]

[Your Address]

[Your Phone Number]

[Your Email Address]