

# Request for Financial Assistance

Date: [Insert Date]

[Your Name]

[Your Title]

[Non-Profit Organization Name]

[Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Donor's Name]

[Donor's Title]

[Donor's Organization Name]

[Address]

[City, State, Zip Code]

Dear [Donor's Name],

We hope this letter finds you well. We are writing to seek your support for [specific project or initiative] that [Non-Profit Organization Name] is currently undertaking. This initiative aims to [briefly describe the goal and impact of the project].

As a non-profit organization committed to [mission statement or purpose], we rely on the generosity of donors like you to carry out our work. With your contribution, we can [explain what the funds will be used for and how it will benefit the community or cause].

We would be grateful for any financial assistance you could provide. Our goal is to raise [insert specific amount] by [insert deadline] to ensure the success of this initiative.

Thank you for considering our request. We would be happy to discuss this further and answer any questions you may have. Please feel free to reach out to me directly at [your phone number] or [your email].

Thank you for your support.

Sincerely,

[Your Name]

[Your Title]

[Non-Profit Organization Name]