

# Request for After-School Support Funding

Date: [Insert Date]

[Your Name]

[Your Position]

[Your Organization/School Name]

[Address Line 1]

[Address Line 2]

[City, State, Zip Code]

[Recipient's Name]

[Recipient's Position]

[Recipient's Organization]

[Address Line 1]

[Address Line 2]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to request funding for our after-school support program at [School Name]. This program is designed to provide students with additional academic assistance and enrichment opportunities that are crucial for their development.

Our program has seen a significant increase in attendance and engagement over the past year, but we are in need of additional resources to sustain our efforts. Funding would allow us to provide qualified staff, materials, and activities that enhance our students' learning experiences.

We believe that investing in our students' education beyond regular school hours is vital for their success and future prospects. We kindly ask for your support in our endeavours to make this program sustainable.

Thank you for considering our request. I would be happy to discuss this matter further at your convenience and provide any additional information required.

Sincerely,

[Your Name]

[Your Position]

[Your Contact Information]