

# Request for Donation: Community Research Funding

Date: [Insert Date]

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

Dear [Donor's Name],

I hope this letter finds you well. I am writing to you on behalf of [Your Organization], a non-profit committed to enhancing the lives of individuals in our community through impactful research initiatives.

We are currently undertaking a project titled "[Project Title]," aimed at [briefly describe the project objectives and its significance to the community]. This research will [explain how the research will benefit the community]. However, to realize this project, we require financial support.

Therefore, we are seeking donations to help cover essential expenses related to this research. We would be immensely grateful for your contribution and would welcome any amount you can provide. Your generosity will not only help us gather vital information but also strengthen our ongoing efforts to create a positive change in our community.

In recognition of your support, we would be pleased to acknowledge your contribution in our project publications and reports. We hope to build a lasting partnership with you as we embark on this significant endeavor.

Thank you for considering our request. We are looking forward to the possibility of working together to make a difference. Please feel free to contact me directly at [Your Phone Number] or [Your Email Address] for any further information.

Sincerely,

[Your Name]  
[Your Position]  
[Your Organization]