

# Donation Request for After-School Program Scholarships

Date: [Insert Date]

[Your Name]

[Your Position]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

Dear [Donor's Name],

I hope this letter finds you well. I am reaching out on behalf of [Organization Name], an organization dedicated to providing enriching after-school programs for children in our community. Our programs not only foster academic growth but also encourage personal development, teamwork, and creativity.

Unfortunately, financial barriers often prevent many children from enjoying these valuable experiences. To address this issue, we are seeking donations to establish scholarships that will enable underserved children to participate in our after-school programs. Your generous contribution will help us cover the costs of materials, transportation, and staffing necessary for these programs.

We are asking for your support in the form of a donation of [specify amount or type of support] to help us make these scholarships a reality. With your assistance, we can ensure that every child has the opportunity to thrive after school.

We would be thrilled to recognize your generous support in our promotional materials and community events, fostering goodwill and showcasing your commitment to education and youth development.

Thank you for considering our request. I would be happy to discuss this further at your convenience. Together, we can make a significant impact in the lives of children in our community.

Warm regards,

[Your Name]

[Your Position]

[Organization Name]