

Community Initiative Grant Request

Date: [Insert Date]

[Your Name]

[Your Position]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Position]

[Granting Organization Name]

[Granting Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to request funding for our community initiative titled "[Project Title]." Our organization, [Organization Name], aims to [briefly describe the mission or purpose of your organization and the specific goal of the project].

The objective of our initiative is to [describe the initiative, its goals, and why it's important]. This project is intended to benefit [describe target community or population and their needs].

We are seeking a grant of [amount] to help cover costs for [provide a brief overview of what the funds will be used for]. Our team is committed to ensuring that this initiative will have a sustainable impact on our community.

We appreciate your consideration of our grant request and would be pleased to provide any additional information or documentation necessary.

Thank you for your support.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]