

Formal donation request

Subject: Request for Support “ Donation Proposal

Dear [Recipient Name],

We hope this message finds you well. Our organization, [Organization Name], is dedicated to [brief description of mission]. We are reaching out to request your support for our ongoing projects aimed at [specific goal or community benefit].

We would be grateful for any contributions, whether monetary or in-kind, to help us achieve our objectives. Your support will make a tangible difference to [beneficiaries or community].

Please find attached our detailed proposal outlining the impact and utilization of donations. We would be happy to discuss this further at your convenience.

Sincerely,

[Your Name]

[Position]

[Organization Name]

[Contact Information]

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