

Preliminary Inquiry

Subject: Preliminary Inquiry for Funding

Dear [Grant Officer Name],

I am exploring funding options on behalf of [Organization Name] for our initiative [Project Name].

Before submitting a full proposal, I would like to understand whether our project aligns with your funding priorities.

Please advise on any initial documents or information we should provide. We aim to ensure our proposal meets all necessary requirements.

Thank you for your assistance.

Warm regards,

[Your Name]

[Title]

[Organization Name]

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