

Formal Government Grant Sponsorship Request

Subject: Grant Application for Community Health Initiative Program

Dear [Grant Committee/Official Title],

[Organization Name], a registered 501(c)(3) nonprofit organization (Tax ID: [number]), hereby submits this formal request for grant funding in the amount of \$[amount] to support our Community Health Initiative Program for the fiscal year [year].

ORGANIZATIONAL BACKGROUND:

[Organization Name] has served [community/region] since [year], providing comprehensive health services to underserved populations. Our organization currently serves [number] individuals annually through [programs/services].

PROJECT DESCRIPTION:

The proposed Community Health Initiative will address critical healthcare gaps by providing:

1. Free health screenings and preventive care services
2. Health education workshops in multiple languages
3. Care coordination for chronic disease management
4. Mental health support services

PROBLEM STATEMENT:

Current data indicates that [percentage]% of residents in [area] lack adequate access to primary healthcare services, resulting in [specific consequences/statistics]. Our program directly addresses this need.

OBJECTIVES AND OUTCOMES:

Year One: Serve 500 individuals with preventive screenings, achieving 80% follow-up care completion

Year Two: Expand to 750 individuals and establish three satellite clinics

Year Three: Reach 1,000 individuals and demonstrate measurable improvement in health outcomes

BUDGET JUSTIFICATION:

The requested funding of \$[amount] will be allocated as follows:

- Personnel (55%): Healthcare providers, care coordinators, program staff
- Equipment and Supplies (25%): Medical equipment, screening materials
- Facility and Operations (15%): Clinic space, utilities, insurance
- Program Marketing and Outreach (5%): Community education materials, translation services

SUSTAINABILITY PLAN:

We have secured commitments from [partners] and are actively pursuing additional funding from [sources]. By year three, we project 40% program sustainability through fee-for-service and partnerships.

EVALUATION AND REPORTING:

We will provide quarterly progress reports and annual comprehensive evaluations measuring: participants served, health outcomes achieved, cost-effectiveness, and community impact. All reporting will comply with grant requirements and applicable regulations.

Enclosed please find:

- Completed application forms
- IRS 501(c)(3) determination letter
- Current organizational budget
- Board of Directors list
- Letters of support from community partners
- Detailed program timeline

We respectfully request your consideration of this proposal. [Organization Name] has a proven track record of efficient fund management and measurable community impact. We are committed to transparent reporting and accountability.

Should you require additional information or clarification, please contact me at [phone] or [email].

Thank you for your consideration of this important community health initiative.

Respectfully submitted,

[Your Name]

[Title]

[Organization Name]

[Address]

[Phone]

[Email]

[Executive Director Name]

Executive Director

[Signature line]

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