

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient Name]  
[Recipient Title]  
[Institution/Organization Name]  
[Institution Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I hope this letter finds you well. I am writing to express my deep interest in supporting the critical work being done in the field of medical research at [Institution/Organization Name].

As a [briefly describe your background or connection to the cause, e.g., patient, family member, community member], I understand the significant impact that medical research can have on improving health outcomes and advancing our knowledge of [specific area of research].

I would like to make a donation of [specific amount or in-kind support] to assist in the ongoing research initiatives, particularly in [mention specific project or area of research if applicable].

Please let me know the best way to proceed with this donation, as well as any information regarding how my contribution will be utilized to support the important work of your team.

Thank you for your continued dedication to improving lives through medical research. I look forward to hearing from you soon.

Sincerely,  
[Your Name]