

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient's Name]  
[Recipient's Title]

IUCN (International Union for Conservation of Nature)

[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Grant Application for [Project Title]

I am writing to submit a grant proposal for [briefly describe your project] aimed at [insert goals and objectives]. Our organization, [Your Organization's Name], has been dedicated to [describe your mission/vision] for [number] years.

Our project aims to [describe the project's significance and relevance to IUCN's goals]. We believe that with your support, we can [describe expected outcomes and impact].

We are requesting a grant of [insert amount] to cover [briefly outline how the funds will be used]. Enclosed with this letter are the detailed project proposal, budget, and supporting documents.

We would be grateful for the opportunity to collaborate with IUCN in advancing our shared commitment to [common goal]. We look forward to your positive response and hope to discuss this project further.

Thank you for considering our proposal.

Sincerely,

[Your Name]  
[Your Job Title]  
[Your Organization's Name]  
[Your Organization's Website]