

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Position]
JCI [Local Chapter Name]
[Chapter Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally submit my application for the community project titled "[Project Name]" under the auspices of JCI [Local Chapter Name]. As a dedicated member of our community, I am passionate about [briefly explain your motivation and connection to the project]. The goal of the [Project Name] is to [describe the main objective of the project in a few sentences]. We believe that this initiative will significantly benefit our community by [mention the expected outcomes and benefits].

To ensure the success of this project, we aim to [briefly outline your planned activities, partnerships, and any resources needed]. We anticipate that with the support of JCI, we can make a positive impact on [target group or community aspect].

I am looking forward to the opportunity to collaborate with JCI and other community members to bring this project to fruition. Thank you for considering my application.

Sincerely,

[Your Name]
[Your JCI Membership Number (if applicable)]