

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

KQED

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

Dear [Recipient Name],

Subject: Partnership Proposal Between [Your Organization] and KQED

I hope this message finds you well. We are excited to propose a partnership between [Your Organization] and KQED to enhance [specific goals or objectives related to your organization's mission and KQED's mission].

\*Overview of [Your Organization]:\*

- Brief description of your organization, its mission, and impact.

\*Proposed Partnership Goals:\*

- Outline the primary objectives of the partnership.
- Include at least 2-3 specific goals that align with both organizations' missions.

\*Project Description:\*

- Detail the project or initiative that you envision, including key activities, target audience, and timeline.

\*Benefits to KQED:\*

- Explain how this partnership will benefit KQED and its audience.

\*Metrics for Success:\*

- Outline how you will measure the success and impact of the partnership.

\*Next Steps:\*

- Suggest a follow-up meeting or call to discuss this proposal in more detail.

Thank you for considering this partnership opportunity. We are enthusiastic about the potential to collaborate with KQED to [briefly restate the desired impact]. Looking forward to your response.

Warm regards,

[Your Name]  
[Your Title]  
[Your Organization]  
[Your Contact Information]

[Attachments: Additional materials or data to support the proposal, if necessary]