

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

Dear [Recipient Name],

I am writing to express my strong support for [Name of the LCSW] in their pursuit of [specific objective, e.g., licensure, position, grant application]. As a [your relationship to the LCSW - colleague, supervisor, etc.], I have had the privilege of witnessing [his/her/their] dedication and professionalism in the field of social work.

Throughout [his/her/their] time at [Organization/Company/Program], [Name] has consistently demonstrated exceptional skills in [specific skills or areas of expertise], which have made a positive impact on [clients, colleagues, community, etc.]. [He/She/They] possess a deep understanding of [relevant topics or issues], and [his/her/their] commitment to [ethical standards, client advocacy, etc.] is commendable.

Moreover, [Name]'s ability to [specific example of skills, e.g., build rapport with clients, collaborate with multidisciplinary teams, handle challenging situations] showcases [his/her/their] readiness for [the intended position or responsibility]. I have no doubt that [he/she/they] will continue to excel and contribute meaningfully to the field as a Licensed Clinical Social Worker.

I fully endorse [Name]'s application and urge you to consider [his/her/their] qualifications and passion for social work in your decision-making process. Should you require any further information, please do not hesitate to contact me at [your phone number] or [your email address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]  
[Your Title/Position]  
[Organization/Agency Name]  
[Optional: Your Professional Credentials]