

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

[Date]  
[Recipient Name]  
[Title/Position]  
[Organization Name]  
[Organization Address]  
[City, State, ZIP Code]

Dear [Recipient Name],

I am writing to express my interest in applying for the Mental Health Services Administration (MHSA) program. As a [your profession or academic background], I am passionate about [briefly describe your interest in mental health services], and I believe that my skills and experiences make me a strong candidate for this program.

[In this paragraph, outline your relevant experience and qualifications. Discuss any volunteer work, professional experience, or education that relates to mental health services.]

I am particularly drawn to the MHSA program because [explain why you are interested in this specific program and what you hope to gain from it]. I am eager to [mention your goals or what you aim to achieve through the program].

Thank you for considering my application. I look forward to the opportunity to contribute to and learn from the MHSA program.

Sincerely,  
[Your Name]