

[Your Organization's Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Funding Organization's Name]

[Funding Organization's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: NQF Funding Renewal Request

We hope this letter finds you well. We are writing to formally request the renewal of funding for our [specific project or program name] under the National Quality Forum (NQF) initiative.

Over the past [duration of the project funding], we have successfully achieved [briefly describe key accomplishments and improvements made]. These outcomes have not only benefited [target population or community] but have also aligned with NQF's goals of enhancing healthcare quality and patient safety.

As we move forward, we are committed to [describe future objectives or goals], which will further our impact and ensure sustainability in our efforts. We believe that with continued support from NQF, we can [mention specific potential outcomes or improvements expected from renewal].

Attached to this letter, you will find our detailed proposal for the funding renewal, including [mention any attached documents such as budget, project timeline, or evaluation outcomes]. We look forward to the opportunity to discuss this further and to answer any questions you may have.

Thank you for considering our request for renewal. We greatly appreciate your ongoing support.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]