

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

Dear [Recipient Name],

I hope this message finds you well. I am writing to propose a strategic partnership between [Your Organization] and [Recipient Organization]. As both our organizations share a commitment to [common goals or mission], I believe that a collaboration could significantly enhance our impact. Our expertise in [briefly describe your organization's expertise] complements your capabilities in [describe recipient organization's strengths]. By working together, we can [mention potential outcomes or benefits of the partnership].

I would love the opportunity to discuss this idea further and explore how we can align our efforts. Please let me know your availability for a meeting in the coming weeks.

Thank you for considering this partnership. I look forward to the possibility of working together to achieve our mutual goals.

Warm regards,

[Your Name]  
[Your Title]  
[Your Organization]