

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

[Recipient Name]
[Recipient Title]
[Institution/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Proposal for PGDM Project

I am writing to propose a project titled "[Project Title]" as part of my Post Graduate Diploma in Management (PGDM) program. The objective of this project is to [briefly describe the purpose and relevance of the project].

The key components of the project include:

1. [Component 1]
2. [Component 2]
3. [Component 3]

The anticipated outcomes of this project are:

- [Outcome 1]
- [Outcome 2]
- [Outcome 3]

I believe that this project aligns well with the goals of [Recipient's Institution/Organization] and would appreciate your support in this endeavor. I am looking forward to your feedback and the possibility of collaborating on this project.

Thank you for considering my proposal.

Sincerely,

[Your Name]
[Your PGDM Program Name]
[Your Institution Name]