

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient Name]  
[Fellowship Program Name]  
[Organization/Institution Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the [Fellowship Name] offered by [Organization/Institution Name]. As a [Your Current Position/Field of Study], I am excited about the opportunity to contribute to [specific project or goal of the fellowship] and enhance my skills in [related area].

My background includes [briefly describe your educational background and relevant experience]. In particular, I have [mention any specific projects, research, or experiences that relate to the fellowship's focus].

I am particularly drawn to this fellowship because [explain why the fellowship aligns with your goals and interests]. I believe that participating in this program will enable me to [mention your goals and how the fellowship can help you achieve them].

Thank you for considering my application. I am looking forward to the possibility of contributing to [Organization/Institution Name] and furthering my professional development through this fellowship.

Sincerely,  
[Your Name]