

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

[Recipient's Name]
[Recipient's Title]
[Organization Name]
[Organization Address]
[City, State, Zip Code]

Subject: Request for Financial Assistance for Housing

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally request financial assistance for housing under the RDP (Reconstruction and Development Programme) initiative.

Due to [briefly explain your circumstances, e.g., loss of income, medical expenses, etc.], I am currently facing financial difficulties that hinder my ability to maintain stable housing.

I am seeking assistance to cover [specify the type of assistance needed, e.g., rent, utility bills, etc.], which would greatly help me in my situation.

I have attached [mention any relevant documents, e.g., proof of income, identification, etc.] to support my request.

Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]