

[Your Organization's Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Partnership Proposal

I hope this letter finds you well. I am writing to propose a partnership between [Your Organization] and [Recipient's Organization]. We believe that by collaborating, we can achieve mutual goals and drive positive outcomes in our community.

[Your Organization] is dedicated to [brief description of your mission and activities]. We admire [Recipient's Organization] for [specific aspect of their mission or work], and we see a great opportunity to work together to [specific aim of partnership].

We propose [brief description of the partnership idea, including goals, benefits, and any potential events or initiatives]. We believe that this collaboration will not only enhance our capabilities but also significantly contribute to [specific impact you wish to achieve].

We would love the opportunity to discuss this partnership further and explore how we can align our efforts for maximum impact. Please let us know a convenient time for us to meet or have a call.

Thank you for considering this partnership. We are excited about the possibility of working together and look forward to your positive response.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Phone Number]

[Email Address]