

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

[Recipient's Name]
[Title]

[ZTE Corporation]
[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally request funding for [project name or initiative], which aims to [briefly describe the purpose and objectives of the project]. We believe that this project aligns closely with ZTE Corporation's commitment to [mention any relevant ZTE initiatives or values].

The project will involve [provide a concise overview of the project's activities, target audience, and desired outcomes]. We anticipate that this initiative will not only benefit [mention beneficiaries] but also contribute to [include any broader impacts related to ZTE's goals]. To successfully implement this project, we are seeking a funding amount of [specify amount]. A breakdown of the budget is attached for your review.

We appreciate ZTE's commitment to fostering innovation and supporting projects that [mention relevant aspects]. We would be honored to partner with your organization and bring this vision to life.

Thank you for considering our proposal. I am looking forward to the opportunity to discuss this project further.

Sincerely,

[Your Name]
[Your Title]
[Your Organization]
[Organization Address]
[City, State, Zip Code]
[Website, if applicable]