

[Your Name]
[Your Title]
[Your Organization]
[Your Organization's Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Title]
[Funding Organization's Name]
[Funding Organization's Address]
[City, State, Zip Code]

Dear [Recipient Name],

Subject: Letter of Intent for NQF Funding

I am writing to express our intent to apply for funding under the National Quality Forum (NQF) initiative. Our organization, [Your Organization's Name], is dedicated to [briefly describe your organization's mission and relevant experience].

We plan to propose a project titled "[Project Title]," which aims to [briefly describe the goals and objectives of the project]. This initiative aligns with the priorities outlined in the NQF funding guidelines and seeks to [explain how the project will contribute to the improvement of quality in healthcare, measuring outcomes, or any relevant area].

Our target population will consist of [describe your target audience], and we anticipate that our project will [describe the expected outcomes and impact of the project]. We are collaborating with [mention any partners or stakeholders], which will enhance our ability to achieve the project goals.

We are requesting a total funding amount of [insert amount] to support the following activities:

1. [Activity 1]
2. [Activity 2]
3. [Activity 3]

We believe that our project has the potential to significantly impact [mention specific outcomes related to NQF goals], and we are looking forward to the opportunity to further discuss our proposal.

Thank you for considering our request. We are excited about the possibility of collaborating with NQF to enhance the quality of healthcare in our community.

Sincerely,

[Your Name]
[Your Title]
[Your Organization]