

[Your Nonprofit's Letterhead]

[Date]

[Donor's Name]

[Donor's Address]

[City, State, Zip Code]

Dear [Donor's Name],

I hope this letter finds you well. I am reaching out to share the incredible work that [Your Nonprofit's Name] is doing in our community and to invite you to support our mission.

At [Your Nonprofit's Name], we are dedicated to [briefly describe your mission and the population you serve]. Over the past year, we have [highlight any accomplishments, success stories, or impacts your organization has made].

However, to continue our efforts and expand our reach, we need your support. We are currently in the process of [describe any upcoming projects, programs, or needs], and your contribution can make a significant difference.

We would be truly grateful if you could consider making a donation of [suggest a specific amount or range] to help us [explain what the donation will achieve]. Every dollar counts and goes directly towards [specific programs or initiatives].

If you would like to learn more about our work or how your donation will be used, please feel free to reach out to me at [your phone number] or [your email].

Thank you for considering our request to support [Your Nonprofit's Name]. Together, we can make a positive impact in our community.

Warm regards,

[Your Name]

[Your Title]

[Your Nonprofit's Name]

[Contact Information]

[Website URL]