

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

[Recipient Name]  
[Scholarship Committee/Organization Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient Name/Scholarship Committee],  
I am writing to propose my project titled "[Project Title]" for  
consideration for the [UJ Scholarship Name]. This project aims to  
[briefly describe the purpose and goals of the project].

Objectives:

1. [Objective 1]
2. [Objective 2]
3. [Objective 3]

Project Description:

The project will involve [describe the main activities and methodology].  
I believe this project will benefit [mention who or what will benefit] by  
[explain how it will make a difference].

Timeline:

- Phase 1: [Description and time frame]
- Phase 2: [Description and time frame]
- Phase 3: [Description and time frame]

Budget:

Total Funding Requested: [Amount]

1. [Expense 1: Description and amount]
2. [Expense 2: Description and amount]
3. [Expense 3: Description and amount]

I am committed to executing this project with the highest standards and  
look forward to the opportunity to contribute positively through this  
initiative. Thank you for considering my proposal.

Sincerely,

[Your Name]  
[Your University/Institution]  
[Your Program/Field of Study]