# **Donation Request Letter**

Date

Dear Insert Person’s Name:

On behalf of \_\_\_\_\_\_\_\_\_\_\_\_\_ [school name], thank you for your generous contribution of (XX /in the amount of XX). Your generous donation enabled our student organization to (successfully do X, continue Y,or work on Z issue).

Through our powerful \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(programs) we are able to connect with our peers, faculty and

University administrators to create a comfortable environment for open conversations about mental health.

Your support in our cause is vital to furthering our efforts to create a safe space on campus and in the

Community for open discussion about mental health and mental illness.

With the help of generous individuals like you, we are changing the culture at [School name] and together,

We are making a difference in countless lives. Thank again for your donation. Please do not hesitate to

Contact me at [your email address] if you have any questions \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(name of organization)

Please send your donation to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

With sincere appreciation,

Your Name Here

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_