

XYZ Organization  
123 Spruce Lane  
Natchitoches, LA, 71457  
[director@xyz.org](mailto:director@xyz.org)

August 12, 2021

Logan Schlatre  
Grant Manager  
Cane River National Heritage Area

RE: ABC Grant

Dear Logan Schlatre,

This letter has been prepared by the XYZ Organization to announce our intentions to apply for the ABC grant. XYZ organization is a nonprofit organization focused on providing nonprofits with advice on how to write LOIs. The mission of our organization is to give back to the local community in various ways.

The purpose of applying for the ABC grant is to seek \$500.00 to help XYZ organization grow its public outreach with the creation of a local event to raise awareness about our cause.

Your support through awarding the grant will allow XYZ organization to provide assistance in reaching the public to make them more aware of the services that we offer. We would like the opportunity to submit a full grant proposal to Cane River National Heritage Area. We look forward to speaking with you in more detail about the existing initiatives we have underway.

Sincerely,