

Fundraising letter templates

1. Sponsorship request letter (for individuals)

Dear "uncle Jim",

Hope you're doing great!

I want to share some great news with you. I was recently accepted in a Service-Learning Program through a nonprofit organization named Vida Volunteer (EIN: 39-2077094).

Vida is an official 501c3 organization that promotes health by connecting the efforts of communities, students and local healthcare systems. I will be joining a team of students and local physicians in (ENTER COUNTRY) and together, we hope to provide healthcare to several underserved communities, where most individuals bring home as little as \$2 a day.

I will also have the opportunity to learn first hand about Central American culture, participate in home-stays and in cultural activities that will help me gain a more global perspective. As you know, I aspire to become a (physician, PA, nurse, veterinarian, dentist etc) so this is an excellent opportunity for me to test the waters in a highly supervised environment.

I am very grateful for the opportunity to give back and make a difference; however, I will have to cover my travel expenses which can be between USD\$2000 and USD\$3000.

Today, I rely on your generosity and I hope you consider a donation to my cause. Any amount helps! You have no idea how much it would mean to me to have your support. Here are the ways you can make a donation:

- Make a donation online at <http://www.vidavolunteer.org/sponsor-a-volunteer> . My trip code is (ENTER TRIP CODE).
- Send a check in the pre-stamped envelope I've included (no cash, please!)

I hope I can count on you to make this dream a reality! If you have any questions please contact me at (ADD PHONE NUMBER) or (ADD email address).

Thank you again!

Sincerely,

2. General donation request

To Whom It May Concern:

My name is Jim, and I am the Campus Coordinator for the nonprofit organization Vida Volunteer. Our organization is an official 501c3 charity that provides free medical, dental, and veterinary care to needy communities in Central America, where most individuals bring home as little as \$2 a day. At the same time, it provides students with a unique, hands-on, eye-opening, and mind-enriching learning experience. Vida program participants learn first hand about Central American cultures, participate in home-stays, cultural activities, and work side by side with local licensed health care professionals in mobile clinics so this is an excellent opportunity for students who strive to be professionals in the healthcare field and to test those students in a highly supervised environment.

I will be leading a team from (XXX) to help provide medical, dental, and veterinary care to communities in ENTER COUNTRY from ENTER DATES this coming year. You can make us make our trip a success:

1. Become a sponsor! Any amount to help pay for our travel expenses which are between \$2,300 - 2,500 helps.
2. Donate supplies or money to purchase needed items. Vida is a 501c3 nonprofit charity in the United States. All donations made to us are tax-deductible. Please visit www.vidavolunteer.org for a detailed list of items needed.

We also support sustainable development and believe in empowering community members by assisting and supporting other non-profit organizations that are based in the communities we serve. Our patients then have continued follow-up and support after our medical mission team has gone back home. Each year, Vida continues to advance the causes of global health care and animal welfare through our veterinary, medical, and dental programs, and because of that, we have seen many lives changed for the better.

To continue this great work, we need support from people like you! We hope that we can count on you to help educate our future healthcare providers about global health issues.

Sincerely,

3. Campus Club Donation Request (for local businesses):

Dear XXX,

My name is ENTER YOUR NAME. I am a [Member/Campus Coordinator] for Vida Volunteer at ENTER NAME OF YOUR UNIVERSITY, and I am reaching out to see if your business would be interested in sponsoring our chapter.

Vida Volunteer is a 501c3 humanitarian organization that promotes health by bringing together the efforts of communities, students, and the local healthcare systems. We have been working in Central America since 2008 and since then we have welcomed over 9000 students in our programs. This has allowed us to attend over 150000 patients in 3 different countries.

As a Vida Campus Club, our team organizes at least one yearly service trip to Central America. This year, we will be travelling to ENTER COUNTRY where we hope to provide healthcare to several underserved communities, where most individuals bring home as little as \$2 a day.

As a charitable organization, we rely on fundraising in order to purchase supplies, donations and fund other Campus Club's initiatives that serve the same purpose. Would you be willing to help our team in any way?

Please let me know if this is a possibility for your business or if you have any questions about Vida Volunteer.

Sincerely,

4. Sponsorship letter for food for an event

Dear ENTER NAME,

My name is ENTER YOUR NAME. I am a [Member/Campus Coordinator] for Vida Volunteer at ENTER NAME OF YOUR UNIVERSITY.

Vida Volunteer is a 501c3 humanitarian organization that promotes health by bringing together the efforts of communities, students, and the local healthcare systems. We have been working in Central America since 2008 and since then we have welcomed over 9000 students in our programs. This has allowed us to attend over 150000 patients in 3 different countries.

Our annual/biannual/monthly event (ENTER EVENT'S NAME) is coming up on ENTER DATE at ENTER LOCATION. Last time, we raised ENTER AMOUNT thanks to the kindness and generosity of our sponsors and attendees who donated funds and in-kind gifts. For this upcoming event, we're hoping to raise ENTER AMOUNT in the hopes of providing healthcare to several underserved communities, where most individuals bring home as little as \$2 a day.

In order to keep costs low, for our event, we rely on donated food and beverages. That way, more money can go toward or service trip to Central America. Would you consider catering or making a donation for our our event?

We are specifically looking for LIST FOOD NEEDS, and we estimate that we'll have ENTER NUMBER OF PEOPLE YOU EXPECT in attendance. We're huge fans of ENTER RESTAURANT NAME and your menu would be the perfect complement to our night of philanthropy. If you are able to sponsor the catering for ENTER EVENT NAME, please let us. Thank you for your consideration, and please don't hesitate to contact us with any questions.

Sincerely,