# Sample Partnership Inquiry

[Church's Letterhead]

[Date]

[Recipient’s Name]

[Recipient’s Title]

[Organization’s Name]

[Organization’s Address]

Dear [Recipient’s Name],

I hope this letter finds you well. My name is [Your Name], and I serve as [Your Title] at [Your Church’s Name]. Our church has been an active member of [Community’s Name] for [number of years], offering spiritual guidance and practical support to our local community.

As we look to strengthen our community’s resilience in times of crisis, we are seeking to partner with organizations that share our commitment to [Community’s Name]. [Your Organization’s Name] has demonstrated such a commitment, and we believe a formal partnership between our two organizations would mutually benefit our community.

In the wake of recent [type of crisis], we have seen the significant impact of collaborative community efforts. We are particularly impressed with your organization’s work in [specific area related to crisis management, such as food distribution, healthcare, or shelter]. We believe that by combining resources and expertise, we can better serve our community during crises and foster long-term recovery.

We propose the following potential areas for collaboration:

[List a few key areas where both organizations can collaborate, like food distribution, emotional support sessions, etc.]

We are open to discussing these and any other ideas you may have for this partnership. Should we find common ground, we would be pleased to formalize our partnership through a Memorandum of Understanding or a Partnership Agreement, outlining each party’s responsibilities and contributions.

Would you be available for a meeting on [proposed date and time] to discuss this potential partnership? We are flexible and can adjust to accommodate your schedule. We are very excited about the possibility of working together for the greater good of our community.

Thank you for considering this partnership. We look forward to your positive response.

Best regards,

[Your Name]

[Your Title]

[Your Church’s Name]

[Contact Information]