ON LETTERHEAD OF SPONSORING ORGANIZATION

[Date]

The Honorable (representative name)
Address
City, State ZIP

Dear Representative (name):

I am pleased to inform you that (name of organization) has recently received a Greater Good: Humanities in Academia Grant of (amount of grant) from Florida Humanities, a statewide non-profit that serves to preserve, promote and share the history, literature, culture and personal stories that offer Floridians a better understanding of themselves, their communities and their state.

These important funds will be used to directly support (project title), a project designed to (description of your project, the constituency group to be served, timeframe for completion, etc…).

This project would not be possible without the support of a Greater Good: Humanities in Academia Grant from Florida Humanities. As the non-profit statewide partner of the National Endowment for the Humanities, Florida Humanities awards federal funds each year to local organizations to create a variety of free, humanities-rich programming to diverse communities across the state. These programs and resources seek to preserve Florida's diverse history and heritage, promote civic engagement and community dialogue, and provide communities the opportunity to reflect on the future of the Sunshine State.

Moreover, every dollar from a Greater Good: Humanities in Academia Grant is typically matched with two dollars raised by local partnerships. This provides a boost to local economies and establishes a foundation for sustainable partnerships.

We will be in further contact with your office when there are opportunities to see our project in action. Our cultural programs are an excellent way to connect with constituents and learn about local cultural resources.

Thank you again for your continued support of our organization and the work of Florida Humanities statewide.

Sincerely,

Project Director

Enclosures: (Anything you want to send about your project or organization such as a flier or brochure)