

Do **NOT** copy and paste this verbatim.

Griswold Greenhouses

Cedar Falls, IA 12345
(123) 456-7890
A_Gardener@EXAMPLE.COM

Use Company Letterhead

Best Community Partner
Contact Information

Nov 7, 2023

Dear Selection Committee,

We at Griswold Greenhouses are thrilled to be partnering with [School Name] Community School District in the STEM BEST proposal [School Name] you.

Make sure they reference
which school they are
partnering with.

The greenhouse will be partnering with the school and other community partners in providing knowledge and expertise as to best plants suited to [School Name] consultation for garden placement and installation, class visits and providing equipment and/or plants at a reasonable cost to benefit the program.

Paragraph that states what
the Community Partner is
anticipating contributing.

Community gardens bring people and resources together. We support this collaborative effort because we see the value in getting everyone involved in learning about gardening and seeing the value of your efforts. [School Name] it is also important to provide these hands on learning opportunities to our students to keep them engaged with resources here in our community.

Paragraph that states why the
Community Partner is
contributing.

Sincerely,

Marjorie Gardener

Include a signature.

CEO Griswold Greenhouses