

Letter of Inquiry Worksheet

Introduction	<p>Use the sentence you created in Question 9 as your introduction.</p> <p>Fill in the blanks from question 2 to create one sentence.</p> <p>Organization name (GA) is a (Credibility- i.e. 35-year-old) (cultural or values ID) (type of organization) whose mission is to (mission statement), (in order to what).</p>	
Paragraph 2 Need and Intended Outcomes	<p>Use the answers to questions 3 and 4 in the order they were given to make complete sentences.</p>	
Paragraph 3 Methods and Evaluation	<p>Use the answers to questions 5 to bullet point your action verbs. Add question 6 and 7 in sentences.</p>	
Paragraph 4 Budget	<p>Use the answers to questions 8 in the order they were given to make complete sentences.</p>	
Closing paragraph	<p>Reiterate the amount you are asking for and the purpose you are asking. Thank the Funder for their time and invite questions.</p>	