[Insert Date]

Dear Neighbour,

My name is: [Insert name]

and I live at: [Insert address]

I would like to apply for a Lambeth and Southwark Housing Association Community Investment Fund Grant. The purpose of this is to provide small grants to blocks/estates to help improve the lives of tenants living there.

I am writing to you as I would like to apply for one of these grants to [describe project here and how it will benefit all in the block or estate)]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I am happy to do the work myself but would really welcome any assistance.   
I understand that we all have busy lives, but if you would like to be involved,   
it could be only a couple of hours, please let me know if you can spare the time.

I want to make sure that this is supported by my neighbours.   
Do you think this is a good idea?

Please let me know by posting the slip below through my door.

Many thanks,

[Insert name]

**Tear off slip below**

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|  |  |  |
| --- | --- | --- |
| Name: | | |
| Address: | | |
| Telephone Number (optional): | | |
| I support the project idea | Yes: | No: |
| I would like to be involved in the project | Yes: | No: |

*By returning this slip to you in* ***support of*** and ***like to be involved in the project*** *I / We agree to be contacted by you if the project is approved by LSHA, and look forward to working with you on the project together.*