

Insert your heading school logo here

Insert your school name

Address

Address

Contact phone number

Contact email

Date

Title of Funder

Address of Funder

Address

Dear Sir/Madam

This letter is to support an application to *[insert name of Funder here]* for funding for the specialist personal development programme, The William Pike Challenge Award (WPCA).

The WPCA is a structured, specialist, year long programme designed for teacher and schools to foster personal development in year 7, 8 & 9 students, to prepare our young people to overcome challenges and achieve their personal best through:

- 5 Outdoor Activities
- 20 hours of community service
- 20 hours of passion projects.

This year we plan to have *[insert number of students]* involved and these experiences set up a foundation for exponential growth in a child, in terms of mindset, resilience, confidence and adaptability. All of this flows through to self-esteem, self-awareness and self-confidence which every child is going to need to thrive in the world that's ahead for them.

Proposed costs for our WPCA programme *[insert year]* including GST

ITEM	COST	TOTAL
WPCA SCHOOL FEE	920.00	920.00
WPCA STUDENT FEE - per student	40.00	<i>[insert total = student fee x your number of students]</i>
OUTDOOR ACTIVITY COST <i>[insert details of your proposed activity]</i>	<i>[insert cost]</i>	<i>[insert total]</i>
OUTDOOR ACTIVITY COST <i>[insert details of your proposed activity]</i>	<i>[insert cost]</i>	<i>[insert total]</i>
OUTDOOR ACTIVITY COST <i>[insert details of your proposed activity]</i>	<i>[insert cost]</i>	<i>[insert total]</i>
OUTDOOR ACTIVITY COST <i>[insert details of your proposed activity]</i>	<i>[insert cost]</i>	<i>[insert total]</i>

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OUTDOOR ACTIVITY COST <i>[insert details of your proposed activity]</i>	[insert cost]	[insert total]
OTHER COSTS		
TRANSPORT COSTS FOR ACTIVITIES		
WPCA T-SHIRTS	29.00	<i>[INSERT TOTAL 29 X NUMBER OF YOUR STUDENTS]</i>
WPCA BOOKS	30.00	<i>[INSERT TOTAL 30 X NUMBER OF YOUR STUDENTS]</i>
OTHER WPCA MERCHANDISE	<i>[INSERT COSTS FROM OUR QUOTE IF REQUIRED]</i>	
PRESENTATION LAUNCH BY WILLIAM PIKE	1139.00	1139.00
TRAVEL COSTS FOR WILLIAM PIKE PRESENTATION	<i>[INSERT TRAVEL COSTS FROM OUR QUOTE IF REQUIRED]</i>	
TOTAL		\$TOTAL COSTS HERE

We have submitted the attached quote for your reference for our WPCA programme. We are unable to provide an additional quote as the WPCA is the sole provider of this structured, specialist programme.

We are seeking \$[insert amount] from [insert Funder name] to support this programme. Our school will be contributing the remaining funds from [insert/delete accordingly] sponsorship, student contribution and from local business and grants.

I have attached a copy of the WPCA Discovery Pack and you can find further information about the WPCA on their website, [Facebook](#) page, [Instagram](#) account and [YouTube Channel](#). You may also be interested in reading the recent UNITEC research showing the benefits of the WPCA [here](#).

[if you are already running the WPCA insert some samples of your programme such as photo, newsletters and examples of community service or links to community that have been developed etc]

We thank you for your consideration and should we be successful with this application you will be part of our mission to enable youth in our community to continue to take on even richer and more varied life experiences to be the best they can be.

Yours sincerely