

Name  
Title  
Organization  
Address  
Date

TO: Community Initiatives Program

Hello my name is *(name/title)*. I would like to offer this letter in support of the Good Life Community Bicycle Shop's application for an operational grant. As a *(volunteer, member, supporter, partner organization, etc.)* of the Good Life, I understand that this grant would provide necessary support for the Good Life to continue making cycling accessible to the Calgary community.

The Good Life Community Bicycle Shop's relationship to *(me/my business/organization)* is *(describe relationship)*. The Good Life has made significant contributions to Calgary by serving as a hub of cycling support for Calgarians. Through the means of a community bicycle shop, the Good Life provides unique opportunities for individuals to build resiliency and empowerment through skill-sharing, work-trading, promoting physical activity, and supporting environmentally sustainable commuting. The Good Life has attracted thousands of members and many dedicated volunteers through eight years of operation, demonstrating widespread need and enthusiasm for this service. Approval of this operational grant could benefit *(me/us/our business or organization)* in many different and exciting ways, and we're looking forward to the opportunity to *(experience/explore new ideas/expand relationships with/partner with)* the Good Life Community Bicycle Shop. By approving the Good Life's request for an operational grant, CIP would support the Good Life's continued pursuit of making cycling in Calgary more accessible, and would enable them to provide further community outreach and development.

If you would like additional information, you can reach me at *(phone/email)*.

Sincerely,  
Name  
Title  
Etc.