

[DATE]

[FIRST NAME] [LAST NAME]

Principal

[SCHOOL]

[ADDRESS]

[CITY], NE [ZIP]

Dear [PRINCIPAL NAME]:

I’m writing you today with a proposal to help build and sustain a strong ecosystem for the creators and makers learning in your classrooms today.

As a top employer of STEM learners and problem-solvers in our region, we recognize that we can provide unique, immersive experiences where students can leverage their talents and test the boundaries of their curiosity. All it takes is a stronger connection between our educators and the manufacturers in our region. Building this connection is the primary goal of the NE Manufacturing Alliance in Nebraska.

As a first step in building a long-term partnership in experiential education, we are inviting students and educators to our facility for a tour and sneak peek into our thriving community of makers right here in [COMMUNITY].

If conditions this year will not accommodate a field trip, we would be pleased to be guest speakers in your classrooms to discuss the role of manufacturing in our region and our approach to problem-solving.

Students in 5th-grade and above tend to absorb these opportunities best, but we are open to working with educators in any grade level to find a customized program that meets their classroom needs. Could you help connect us with interested educators?

Please contact me at [PHONE NUMBER] and [EMAIL] to make further arrangements.

Thank you for all you do to build our future problem-solvers, and for considering this opportunity to team up and enhance our STEM ecosystem for all Nebraska students.

Best regards,

[NAME]

[Title]

[COMPANY LOGO]