

[Your Full Name]
[Your Address]
[Your City, State, Zip Code]
[Your Phone Number]
[Your Email Address]
[LinkedIn Profile URL]

[Date]
[Hiring Manager Name]
[Title]
[Healthcare Organization Name]
[Organization Address]
[City, State, Zip Code]

RE: Grant Writer Application - [Job Reference Number, if applicable]

Dear [Hiring Manager Name],

I am writing to express my strong interest in the Grant Writer position at [Healthcare Organization Name], as advertised on [Where you saw the posting]. With a proven track record of securing funding for healthcare initiatives and a deep understanding of [Specific Clinical Area or Community Health Focus], I am confident in my ability to support your organization's mission to [Mission Statement/Goal].

In my previous role at [Previous Organization], I successfully managed the full grant lifecycle, from prospect research to post-award reporting. My key achievements include:

- Securing \$[Amount] in funding from [Federal/State/Private Foundation] for [Specific Program Name].
- Increasing grant acquisition rates by [X]% through rigorous data analysis and stakeholder collaboration.
- Drafting technical medical narratives and community needs assessments for [Type of Facility, e.g., FQHCs or Research Hospitals].

I am particularly drawn to [Healthcare Organization Name] because of your recent work in [Specific Project or Achievement]. I am eager to apply my skills in grant compliance, budget development, and clinical storytelling to help your team secure the resources necessary to improve patient outcomes and community wellness.

Thank you for your time and for considering my application. I look forward to the possibility of discussing how my background in healthcare philanthropy can contribute to your continued success.

Sincerely,

[Your Signature (if sending by mail)]

[Your Printed Name]