People United Foundation — Outreach Email Templates (v1.0.0)

Replace {tokens} as needed. Procurement-friendly, privacy-first language.

Corporate / Employer (CSR or Workforce)

Subject line options:

• Partner to sponsor a workforce cohort (no accounts, aggregate reporting)

• Workforce + leadership cohorts your team can sponsor this quarter

• Procurement-friendly sponsored cohorts (invoice/PO supported)

Email body:

Hi {Name},

I'm reaching out from People United Foundation (PUF). We deliver privacy-first training in Workforce Readiness, Leadership, Governance, and Community & Economic Development—designed to be procurement-friendly and cohort-ready.

We're inviting {Org} to sponsor a cohort for {Community/Region}. Sponsorship can fund 20–50+ participants, with a 6–8 week cadence and aggregate-only impact reporting.

What makes this easy for partners:
• No accounts required (v1) and no individual tracking or surveillance
• Invoice/PO supported (procurement workflows)
• Clear documentation: one-pager, partner packet, RFP boilerplate, impact framework

If helpful, I can propose a cohort tier (Basic/Standard/Premium) based on your goals, timeline, and budget.

Would you be open to a 15-minute call next week? If procurement prefers, we can route via invoice/PO immediately.

Best,
{Your Name}
People United Foundation
info@thepuf.org

Foundation / Philanthropy

Subject line options:

• Sponsor a privacy-first cohort with aggregate impact reporting

• Place-based sponsorship opportunity: workforce + civic capacity cohorts

• Funding opportunity: sponsored cohorts with procurement-ready documentation

Email body:

Hi {Name},

I'm reaching out from People United Foundation (PUF). We deliver ethics-first training programs in Workforce Readiness, Leadership, Governance, and Community & Economic Development.

We're seeking a sponsor for a cohort serving {Community/Region}. The cohort model is designed to be grant- and procurement-friendly:
• No accounts required (v1); no surveillance or individual tracking
• Reporting is aggregate and community-level (no personal profiling)
• Sponsor-ready documentation available (one-pager, funding alignment, RFP boilerplate)

A typical cohort runs 6–8 weeks with a kickoff, midpoint update, and final aggregate report. Sponsorship can support 20–50+ participants (or more) depending on the package.

Could we share a short concept and budget range for your review? If aligned, we can tailor the cohort scope to your funding priorities.

Thank you,
{Your Name}
People United Foundation
info@thepuf.org

Municipal / Public Agency

Subject line options:

• Procurement-ready workforce cohorts (invoice/PO supported; privacy-first)

• Workforce & community development training — invoice/PO procurement supported

• Partner with PUF: sponsored cohorts + procurement documentation

Email body:

Hi {Name},

I'm reaching out from People United Foundation (PUF). We provide procurement-friendly training programs in Workforce Readiness, Leadership, Governance, and Community & Economic Development.

PUF is designed for public-sector constraints:
• Invoice/PO supported; procurement routing is straightforward
• No accounts required (v1); no surveillance or individual tracking
• Aggregate-only reporting for sponsor/public updates

We can deploy a sponsored cohort (20–50+) or support enterprise procurement for institutional use. We provide boilerplate language for RFPs and packets, plus an aggregate impact reporting framework.

If you can point me to the appropriate procurement contact, I can send our one-pager and procurement packet and complete any intake requirements.

Respectfully,
{Your Name}
People United Foundation
info@thepuf.org

Follow-up (7–10 days)

Subject line options:

• Quick follow-up — PUF sponsored cohorts / procurement-ready training

• Following up: sponsor cohort or invoice/PO option

Email body:

Hi {Name},

Just circling back in case this got buried. PUF can support {Org} with a sponsored cohort or invoice/PO procurement—privacy-first and aggregate-only reporting.

If you'd like, I can send:
• Sponsor one-pager (PDF)
• Procurement checklist + invoice/PO request template
• Partner packet and cohort launch toolkit

Is there a best contact on your team for sponsorship/procurement?

Best,
{Your Name}