

Subject: Exploring Opportunities for Collaboration with [Family Hub Name]

Dear [Family Hub Manager's Name],

I hope this message finds you well.

My name is [Your Name], and I am [your role, e.g., the Community Outreach Coordinator / Minister] at [Church Name] in [Town/Area]. As part of our commitment to supporting families and strengthening our local community, we are very interested in connecting with the [Family Hub Name] team.

We would love the opportunity to introduce ourselves, learn more about your vision for the Family Hub, and explore how we might be able to work alongside you to serve families in [area/locality]. Our church has [briefly mention any relevant community work – e.g., parenting support groups, food provision, mentoring programmes, children's activities], and we are eager to see how we could complement the excellent work you are doing.

Would you be available for a short meeting in the coming weeks? We would be happy to come to the Hub or host you at [Church Name]—whatever is easiest for you.

Thank you for considering this approach. We believe there is great potential for partnership in our shared commitment to the wellbeing of children, young people, and families.

I look forward to hearing from you.

Warm regards,

[Your Name]

[Your Role]

[Church Name]

[Phone Number]

[Email Address]

[Website/Social Media Links if appropriate]