Dear [Employee Name],

As we approach the end of the year, I wanted to take a moment to remind everyone about the importance of giving back to our community. At [Company Name], we are committed to making a positive impact in the world, and one of the ways we can do this is by participating in our annual workplace giving campaign.

This year, we are partnering with [charity/cause name], a cause that is near and dear to our hearts. Our goal is to raise [insert amount] to support their mission, and we need your help to make this happen.

I invite you to join me and your fellow colleagues in supporting this great cause. Your donation, no matter how big or small, will make a real difference in the lives of those in need. Whether it's providing meals to the hungry, supporting education initiatives, or helping to fund medical research, your contribution will have a lasting impact.

As a token of our appreciation, we will be offering [insert incentive for participation]. This is our way of saying thank you for your generosity and commitment to making a difference.

I encourage you to take part in this meaningful campaign and help us reach our goal. Together, we can make a real difference in the world and make our community a better place.

Thank you for your consideration and for being a part of the [Company Name] family.

Sincerely,

[Your Name] [Title]