Dear Members of Special Olympics [insert program name] and Members of [Insert Sport Federation name],

On [insert date], Special Olympics [insert program name] and [insert federation name] signed a Memorandum of Understanding, in which both organizations pledged to work together to develop and increase participation in [insert sport].

With this agreement between our organizations, we hope to promote cooperation and collaboration nationwide. We believe there are many mutual benefits of collaboration in the areas of sports training, health and competition. Special Olympics programs offer a grass roots community structure with expertise in coaching individuals with an intellectual disability and the conduct of inclusive sport. The [insert partner] provides free access to resources and training for coaches, which support the delivery of safe, fun and inclusive sport [insert what the partner is providing here].

[Insert sport] also offers meaningful competition opportunities for individuals with and without intellectual disabilities through the Special Olympics Unified Sports program, which provides a positive sporting and social experience for athletes.

The purpose of this letter is to encourage Special Olympics programs nationwide and regional, local clubs to contact each other and engage in a conversation about potential areas of collaboration such as:

* Training and competition opportunities
* Sharing of coach and official’s education resources
* Promotion of social impact programming
* International Competition support

Special Olympics, the [insert partner organization] and their respective regional organizations are committed to supporting the development of these national partnerships and will provide support and expertise as appropriate.

If you are interested in exploring the possibility of a collaboration with your national counterpart, but are unsure of who to contact, please email [insert contact information of both Special Olympics & the partner].