



March 9, 2023

Letter Recipient

Address line 1

Address line 2

Cover Letter - Charlotte MacMillan

To Recipient,

I would love to submit an application to the teaching grant writing for fossil collectors position you posted. I have lots of experience in that field, including:

1. Grant writing for my school
2. Tutoring individuals and teaching workshops for groups of students
3. Involvement in the fossil trade

As a grant writer, I [tasks I did]. This would be very beneficial to teach about [the position's details], especially with the context I have with the fossil trade. [Details of fossil trade interactions and how to incorporate that in teaching].

I greatly appreciate your time in considering me for the position. Please contact me at ckmacmil@calpoly.edu should you have any questions.

Sincerely,

Charlotte MacMillan