

(Sample Grant Award Letter)

_____ **Community Foundation Fund**
PO Box _____
_____, **Nebraska**

(Date)

(Applicant's Name)

(Address)

(City, State Zip Code)

Dear *(Applicant's Name)*,

We appreciate your interest to involve the _____ Community Foundation Fund in your organization's program. Upon review of your proposal, our grant selection committee has determined that this program meets our charitable giving efforts and therefore will receive funding in the amount of \$ _____ *dollar amount for the name of the organization.*

If the amount is \$250 or more, you will find attached a "Grant Acceptance Form" that you will need to complete and return to us.

We are pleased to support your work in our community, and we hope you will keep us informed of your progress. *Invite them to participate at a grantmaking event if you are having one.....give them any details.*

Once again we appreciate your interest in the _____ Community Foundation Fund supporting your program, and we wish you success in your work.

Sincerely,

(Signature of Selection Committee Chair)

Typed Name

Position on Foundation Advisory Committee