

(Sample Grant Denial Letter)

Hometown Community Foundation Fund

**PO Box _____
_____, Nebraska**

(Date)

(Applicant's Name)

(Address)

(City, State Zip Code)

Dear *(Applicant's Name)*,

Thank you for submitting your grant application *(for _____ purpose)*.

The *(Name of Fund)* received numerous requests during our current grant cycle, and unfortunately we are unable to fund every project requesting support.

We regret to inform you that the grant selection committee of the *(Name of Fund)* is unable to provide funding for your *(project/program)* at this time.

We will inform you of our next grant cycle and hope you will consider submitting an application in the future.

Thank you, again, for taking the time to apply. We wish you well in the progress with your project.

Sincerely,

(Signature of Selection Committee Chair)

Typed Name

Position on Fund Advisory Committee