

# Letter of Appeal for Foundation Grant Renewal

[Your Name]  
[Your Title]  
[Your Organization]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Foundation's Name]  
[Foundation's Address]  
[City, State, Zip Code]

Dear [Foundation's Contact Person's Name],

I hope this letter finds you well. We are reaching out to express our sincere gratitude for the support you have provided us over the past year through your generous grant of [amount]. Your contribution has made a significant impact on [briefly describe what the grant funded].

As we approach the end of the current grant period, we would like to formally request the renewal of our grant to continue [describe the purpose of the funding]. Our efforts have led to [include statistics or outcomes achieved]. We believe that with continued support, we can achieve even more substantial progress in the upcoming year.

We are committed to [discuss your organization's mission, vision, and future goals], and we are confident that your foundation's support will help us realize these objectives. Enclosed are our progress reports and detailed budget for your review.

We would greatly appreciate the opportunity to discuss this request further at your convenience. Thank you once again for your support, and we look forward to the possibility of continuing our partnership.

Sincerely,

[Your Name]  
[Your Title]  
[Your Organization]

Enclosures: [List of enclosed documents, if any]