

# Confirmation of Technology Grant Receipt

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to confirm the receipt of the technology grant awarded to [Your Organization's Name] in the amount of [Grant Amount] on [Award Date]. This grant will significantly support our initiatives to improve [briefly describe the purpose of the grant].

We appreciate the support from [Granting Organization's Name] and are committed to utilizing these funds effectively. We will ensure that all guidelines and reporting requirements are met as outlined in the grant agreement.

Thank you once again for your generous support. We look forward to updating you on our progress.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

[Your Contact Information]