

Project Proposal Decline Notice

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

Dear [Recipient's Name],

Thank you for submitting your proposal titled "[**Project Title**]" for our consideration. We appreciate the time and effort you put into detailing your project ideas and objectives.

After careful review and consideration by our team, we regret to inform you that we will not be able to move forward with your proposal at this time. While we found your project to be innovative and well-conceived, it does not align with our current strategic priorities.

We encourage you to continue refining your proposal and consider reapplying in the future, as our organizational focus may change. We wish you the best of luck in your future endeavors.

Thank you once again for your proposal and for your understanding.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]