

[Your Name]

[Your Position]

[Your Organization]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Recipient Position]

[Recipient Organization]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Thank you for your proposal submission regarding the health initiative funding. We appreciate the time and effort you have invested in outlining your project aimed at [briefly describe the goal of the proposal, e.g., improving community health outcomes].

After careful consideration, we are pleased to inform you that your proposal has been reviewed and successfully meets the criteria for funding. We believe that your initiative will significantly contribute to [specific outcomes you expect from the initiative, e.g., enhancing access to healthcare services for underserved populations].

We are excited to move forward with this partnership and will provide you with [details regarding the funding amount or support, e.g., a grant of \$XX,XXX]. Please find attached the funding agreement and further information regarding the project timeline and reporting requirements.

Once again, we commend your commitment to improving health in our community. Should you have any questions or need further information, please do not hesitate to reach out.

Thank you, and we look forward to collaborating with you on this important initiative.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]