

Capital Campaign Funding Agreement

Date: [Insert Date]

From: [Donor's Name]

[Donor's Address]

[City, State, Zip Code]

To: [Organization's Name]

[Organization's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

This letter serves as a formal agreement regarding the funding contribution for [specific project or campaign name] as part of our capital campaign.

Funding Amount

We are pleased to commit a total amount of \$[Amount] towards this project. This contribution will be disbursed in the following manner:

- Initial payment of \$[Amount] due by [Date]
- Subsequent payments of \$[Amount] due by [Date]

Use of Funds

The funds will be utilized exclusively for [brief description of project or purpose].

Reporting and Accountability

The organization agrees to provide regular updates on the progress of the project, including financial reports and impact assessments, on a [monthly/quarterly/annual] basis.

Terms and Conditions

This agreement is subject to the terms and conditions outlined in the attached document. Please review and return a signed copy of this letter to indicate your acceptance.

Thank you for your support.

Sincerely,

[Your Name]

[Your Position]

[Organization's Name]

[Contact Information]