

Approval Letter

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

Date: [Insert Date]

[Recipient's Name]
[Recipient's Position]
[Social Service Agency Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to inform you that we have approved your request for intervention from our organization regarding [brief description of the case or issue]. After reviewing the details you provided, we believe that your agency's involvement will significantly benefit the parties involved.

The approved intervention plan includes the following details:

- Objectives: [List objectives]
- Timeframe: [Specify timeframe]
- Resources: [Mention any resources provided]

Please proceed as discussed, and do not hesitate to reach out if you need further assistance or clarification on any matters.

Thank you for your dedication to serving our community.

Sincerely,
[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Title]