

Letter of Grant Allocation Refusal

[Date]

[Recipient's Name]

[Recipient's Title]

[Agency/Organization Name]

[Address]

[City, State, ZIP Code]

Dear [Recipient's Name],

Thank you for submitting your grant application to [Agency/Organization Name]. We appreciate your commitment to [specific cause/initiative] and the detailed information provided in your proposal.

After careful consideration, we regret to inform you that your application for funding in this cycle has been denied. The decision was made based on [brief explanation of the reasons, e.g., budget constraints, alignment with funding priorities, etc.].

We encourage you to seek alternative funding opportunities and welcome you to apply for future grant cycles. We value the work you are doing and hope to see your continued progress and dedication to [specific cause/initiative].

If you would like feedback on your application or have any questions, please do not hesitate to reach out.

Thank you once again for your interest in [Agency/Organization Name].

Sincerely,

[Your Name]

[Your Title]

[Agency/Organization Name]

[Contact Information]