

Donor Contribution Report

Date: [Date]

Dear [Donor's Name],

We hope this message finds you well. We are writing to express our sincere gratitude for your generous support to [Agency Name]. Your contribution of [Amount] made on [Date of Donation] has helped us continue our mission of [Brief Description of Mission].

Your Impact:

- [Description of specific projects or services funded by the donation]
- [Number of individuals served or specific outcomes achieved]
- [Future plans enabled by the donation]

Thanks to your support, we are able to [High-level summary of ongoing initiatives]. We deeply appreciate your partnership in this important work.

Once again, thank you for your generosity. We look forward to keeping you updated on our progress and how your contribution is making a difference.

Warm regards,

[Your Name]

[Your Position]

[Agency Name]

[Contact Information]