

# Request for Reconsideration of Grant Application

Date: [Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Government Agency Name]

[Agency Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally appeal the decision made on my recent application for [Name of Grant] submitted on [Submission Date]. After receiving the notification of denial on [Denial Date], I have reviewed the feedback provided and would like to present additional information that may warrant reconsideration of my application.

[Briefly outline the reasons for your appeal, providing any new evidence or explanation that may strengthen your case. Be specific and clear. Mention any misunderstandings or miscommunications, if applicable.]

I believe that [explain why your project aligns with the goals of the grant and its potential impact]. It is my hope that this additional context will be considered as you review my application again.

Thank you for your time and consideration. I appreciate the opportunity to present my case and look forward to your positive response.

Sincerely,

[Your Name]

[Your Title/Organization, if applicable]