

Grant Submission Follow-Up

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on my grant application titled "[Grant Title]" submitted on [Submission Date]. As the decision date approaches, I wanted to express my continued interest in this opportunity and inquire if there is any additional information you require from my side.

Thank you for considering my application. I look forward to your response.

Warm regards,

[Your Name]

[Your Title/Position]

[Your Organization]