

Emergency Fund Allocation

Date: [Insert Date]

To: [Recipient's Name]

From: [Your Name]

Subject: Allocation of Emergency Funds for Family Crisis Support

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inform you about the allocation of emergency funds to support our family during this challenging time. Given the recent events concerning [briefly describe the family crisis], it has become imperative to provide immediate financial assistance to ensure stability and support.

After careful consideration, we have determined that an allocation of [insert amount] will be available to assist with the following expenses:

- [Expense 1: Description]
- [Expense 2: Description]
- [Expense 3: Description]

The funds will be disbursed by [insert disbursement date]. Please feel free to reach out if you have any questions or require further assistance.

Thank you for your understanding and support during this time.

Sincerely,

[Your Name]

[Your Contact Information]