

# Emergency Fund Allocation for Natural Disaster Recovery

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Recipient's Organization]

[Recipient's Address]

Dear [Recipient's Name],

In light of the recent natural disaster that has impacted our community, we recognize the urgent need for financial assistance to support recovery efforts. As such, we are allocating emergency funds totaling [Insert Amount] to aid in immediate relief and rehabilitation efforts.

The funds will be utilized as follows:

- Provision of essential supplies and resources.
- Support for temporary shelters for displaced individuals.
- Restoration of critical infrastructure.
- Mental health services for affected populations.

We trust that these funds will be managed effectively to ensure timely delivery of aid to those in need. Please provide us with a short report on the allocation and usage of these funds within [Insert Timeframe] to ensure transparency and accountability.

Thank you for your dedication and hard work during this challenging time. Together, we will rebuild and recover.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Address]