

Community Assets Allocation Letter

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are pleased to inform you that the [Community Name] has undergone a review of its community assets and allocations for the upcoming fiscal year. After careful consideration, we are delighted to allocate the following assets to your organization:

- [Asset 1: Description and details]
- [Asset 2: Description and details]
- [Asset 3: Description and details]

This allocation aims to support your efforts in [briefly describe the purpose or project related to the allocation]. We believe that these assets will significantly contribute to the success of your initiatives.

Please confirm your acceptance of this allocation by [insert confirmation date], and do not hesitate to reach out if you have any questions or require further details.

Thank you for your commitment to our community. We look forward to seeing the positive impact of these assets in your organization.

Sincerely,

[Your Name]

[Your Position]

[Community Organization Name]

[Contact Information]