

# Grant Application Follow-up

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Recipient's Title]

[Organization/Institution 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 the grant application I submitted on [Submission Date] for the [Project Name] project. I wanted to express my continued enthusiasm for the opportunity to partner with [Organization/Institution Name] on this initiative.

If there are any updates regarding the status of my application, or if further information is required, please let me know. I appreciate your time and consideration and look forward to your response.

Thank you once again for your support.

Sincerely,

[Your Name]

[Your Title/Organization, if applicable]