

Grant Funding Allocation Details

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

Dear [Recipient's Name],

We are pleased to inform you that your application for the [Grant Name] has been approved. Below are the details regarding the allocation of the grant funding:

Grant Amount

Total Funding Allocated: \$[Amount]

Funding Breakdown

- Category 1: \$[Amount]
- Category 2: \$[Amount]
- Category 3: \$[Amount]

Funding Schedule

Initial Disbursement: \$[Amount] on [Date]

Subsequent Payments: \$[Amount] on [Date]

Conditions of Grant

[Insert any specific conditions or requirements]

We congratulate you on this achievement and look forward to seeing the impactful work that will result from this funding.

Best regards,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]