

Grant Application Cover Letter

[Your Name]
[Your Title]
[Your Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Grant Review Committee/Specific Name]
[Granting Organization Name]
[Address]
[City, State, Zip Code]

Dear [Grant Review Committee/Specific Name],

I am writing to submit our proposal for the [Grant Name] to support [briefly describe your nonprofit initiative]. Our organization, [Your Organization Name], is dedicated to [mission statement or purpose], and we believe that this initiative aligns closely with the goals of [Granting Organization Name].

With the funding, we plan to [briefly outline what the funds will be used for and the expected impact]. Our team has a proven track record of [mention past successes, relevant experience, or projects], and we are committed to making a meaningful difference in our community.

Enclosed you will find our detailed proposal, including our budget, timeline, and expected outcomes. We are hopeful for the opportunity to collaborate with [Granting Organization Name] to bring this initiative to fruition.

Thank you for considering our application. We look forward to the possibility of working together to [specific goal]. Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you have any questions.

Sincerely,

[Your Name]
[Your Title]
[Your Organization]