

Dear [Applicant's Name],

Thank you for your interest in [Non-Profit Organization's Name] and for submitting your loan application dated [Application Date]. We appreciate your commitment to furthering your mission and the effort you put into your application.

After careful consideration, we regret to inform you that we are unable to approve your loan request at this time. The decision was based on [specific reasons for rejection, if applicable, e.g., funding limitations, high risk, etc.].

We encourage you to explore other potential funding sources and wish you the best of luck in your future endeavors. Should your circumstances change in the future, please feel free to reapply.

Thank you again for your understanding and for the important work you do.

Sincerely,

[Your Name]

[Your Title]

[Non-Profit Organization's Name]

[Contact Information]