

Public Proposal Evaluation

Date: [Insert Date]

To: [Insert Recipient Name]

From: [Insert Your Name]

Subject: Evaluation of Proposal [Insert Proposal Title]

Dear [Recipient Name],

Thank you for submitting your proposal titled "[Insert Proposal Title]" for our consideration. Our evaluation committee has completed a thorough review based on the criteria set forth in our proposal guidelines.

Our evaluation process involved the following criteria:

- Relevance to community needs
- Project feasibility
- Budget justification
- Potential impact and sustainability

After careful analysis, we have reached the following conclusions:

Strengths:

- [Insert Strength 1]
- [Insert Strength 2]
- [Insert Strength 3]

Areas for Improvement:

- [Insert Improvement 1]
- [Insert Improvement 2]
- [Insert Improvement 3]

We encourage you to address the areas for improvement in any future submissions. Thank you once again for your proposal and your commitment to [Insert Relevant Community or Cause].

If you have any questions or would like further feedback, please feel free to contact me.

Sincerely,

[Your Name]

[Your Position]

[Your Organization]

[Your Contact Information]