

# Grant Offer Acceptance Letter

Date: [Insert Date]

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

[Recipient Name]  
[Recipient Title]  
[Organization Name]  
[Organization Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally accept the grant offer of [Grant Amount] for [Project Title/Description] under the arts and culture funding program. We are incredibly grateful for your support and the opportunity to advance our project, which aims to [briefly describe the project's goals and impact].

We are committed to utilizing the funds responsibly and will ensure that our activities align with the objectives outlined in our proposal. We look forward to collaborating with [Organization Name] and sharing the outcomes of our project with you.

Please find attached the signed acceptance form for your records. If there are further steps we need to undertake before the fund disbursement, kindly let us know.

Thank you once again for your generous support.

Sincerely,

[Your Name]  
[Your Title/Position]  
[Your Organization Name]