

# Grant Offer Acceptance Letter

Date: [Insert Date]

[Your Name]  
[Your Position]  
[Your Organization]  
[Your Address]  
[City, State, Zip Code]

[Recipient Name]  
[Recipient Position]  
[Funding Organization]  
[Organization Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally accept the grant offer for the [Project Name] under the [Funding Program Name]. We are grateful for the opportunity to implement this significant environmental project, which aims to [brief description of project objectives].

We confirm our understanding and acceptance of the terms and conditions outlined in the grant agreement dated [insert date of the offer]. Our team is committed to ensuring the successful completion of this project and adhering to all reporting requirements.

Thank you for your support and confidence in our work. We look forward to collaborating with [Funding Organization] to make a meaningful impact on our environment.

Sincerely,

[Your Name]  
[Your Position]  
[Your Organization]  
[Contact Information]