

# Scholarship Grant Disbursement Instructions

Dear [Recipient's Name],

Congratulations on being awarded the [Name of the Scholarship]! We are pleased to inform you that the funds will be disbursed following the guidelines outlined below:

## Disbursement Details

- **Amount:** \$[Amount]
- **Disbursement Date:** [Date]
- **Method of Payment:** [Check/Direct Deposit/etc.]

## Requirements

- Complete and submit the attached [Form Name].
- Provide proof of enrollment at [Institution Name].
- Submit a copy of your academic transcript.

Please ensure that all documents are submitted by [Deadline Date] to avoid any delays in disbursement. If you have any questions, do not hesitate to reach out to us at [Contact Information].

Best regards,

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