

Nonprofit Budget Evaluation Letter

Date: [Insert Date]

To: [Recipient's Name]

Organization: [Recipient's Organization]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are writing to provide an evaluation of the budget submitted by [Nonprofit Organization Name] for the fiscal year [Year]. After a thorough review of the proposed budget, we have outlined our assessments and recommendations below:

Budget Overview

Total Proposed Budget: \$[Amount]

Budget Breakdown:

- Program Expenses: \$[Amount]
- Administrative Expenses: \$[Amount]
- Fundraising Expenses: \$[Amount]

Strengths

- [List key strengths of the budget]

Areas for Improvement

- [List areas where the budget can be improved]

Recommendations

- [Provide any recommendations for the budget]

We appreciate the opportunity to review the budget and look forward to discussing it further. Please feel free to reach out with any questions or for additional clarifications.

Sincerely,

[Your Name]

[Your Title]

[Your Organization]

[Your Contact Information]