

Grant Renewal Request for Social Services Expansion

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[Organization's Name]

[Organization's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to formally request a renewal of our grant with [Funding Organization's Name] for the expansion of our social services program, [Program Name]. Over the past [duration of existing grant], your generous support has allowed us to impact the lives of [number] individuals in our community, providing [brief description of services provided].

As we reflect on our accomplishments, we are proud to report the following outcomes:

- [Outcome 1]
- [Outcome 2]
- [Outcome 3]

To build on this success, we are proposing an expansion that will include [brief description of the proposed expansion]. This initiative aims to [describe goals of the expansion]. We believe that with your support, we can reach even more individuals in need and enhance the effectiveness of our services.

Attached to this letter, you will find the detailed proposal outlining our objectives, budget, and the projected impact of the expanded program. We kindly request a renewal of [amount] to facilitate this important work.

Thank you for considering our request for renewal. We look forward to the possibility of continuing our partnership with [Funding Organization's Name] to make a significant difference in our community.

Sincerely,

[Your Name]

[Your Title]

[Organization's Name]

[Phone Number]

[Email Address]