

# Grant Renewal Request Letter

[Your Name]

[Your Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Grant Provider's Name]

[Grant Provider's Title]

[Grant Provider's Organization]

[Organization Address]

[City, State, Zip Code]

Dear [Grant Provider's Name],

I hope this letter finds you well. I am writing to formally request the renewal of our grant, previously provided by [Grant Provider's Organization Name], for our nonprofit organization, [Your Organization Name]. Our mission continues to focus on [briefly describe your mission and key initiatives].

Thanks to your generous support, we have successfully achieved [list specific accomplishments or outcomes from the previous grant period]. These outcomes have positively impacted [describe the communities or individuals served].

As we look ahead to the coming year, we are eager to build on this success and further our impact through [outline your future plans and how the grant will help]. We are seeking a renewal of [specific amount] to support these efforts.

Thank you for considering our renewal request. We are excited about the potential to continue our partnership and make a lasting difference together. I would be happy to discuss our work further or provide any additional information needed.

Warm regards,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Title]

[Your Organization Name]