

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up on our recent submission of the educational grant application for [Project Name] on [Submission Date]. As you understand, this project aims to [briefly describe the project and its objectives].

We wanted to inquire if there have been any updates regarding the review process or if any additional information is needed from our side to assist in your decision-making.

Thank you for considering our application. We are eager to bring this project to fruition and positively impact [target audience/community].

Looking forward to your response.

Best regards,
[Your Name]
[Your Position]
[Your Institution]
[Your Contact Information]