

# Letter of Acknowledgment

Date: [Insert Date]

To,

[Recipient's Name]

[Recipient's Title]

[Organization's Name]

[Organization's Address]

Dear [Recipient's Name],

On behalf of [Your Institution's Name], I would like to formally acknowledge the approval of the educational grant amounting to [Insert Amount]. We are grateful for your support and investment in our mission to [Briefly state your mission or purpose].

This grant will significantly contribute to [Explain how the grant will be utilized, e.g., funding new educational programs, resources, etc.]. We are committed to ensuring its successful implementation and will keep you updated on our progress.

Thank you once again for your generous support. We look forward to the positive impact this grant will have on our community.

Sincerely,

[Your Name]

[Your Title]

[Your Institution's Name]

[Your Contact Information]