

# Grant Application Submission

[Your Organization's Name]

[Your Organization's Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Grant Maker's Name]

[Grant Maker's Organization]

[Organization's Address]

[City, State, Zip Code]

## **Subject: Grant Application Submission for [Project Name]**

Dear [Grant Maker's Name],

We are pleased to submit our grant application for [Project Name], aimed at [brief description of project goals and objectives].

Our organization, [Your Organization's Name], has been dedicated to [brief history of your organization and its mission]. With this grant, we hope to [specific goals you aim to achieve with the grant funding].

Enclosed are the following documents for your review:

- Completed Grant Application Form
- Project Budget
- Organization's Annual Report
- Letters of Support
- Other relevant documentation

We understand the importance of your support in helping us achieve our mission, and we appreciate your consideration of our application. Please do not hesitate to contact us if you require any additional information or clarification regarding our proposal.

Thank you for your time and support.

Sincerely,

[Your Name]

[Your Title]

[Your Organization's Name]