Subject: Regarding Your Project Proposal – Thank You for Considering Me

Dear [Client Name],

Thank you very much for reaching out and sharing the details of your project, **[Project Name/Short Description]**. I truly appreciate the time and effort you have put into presenting your vision, and it's clear you have a well-thought-out approach and strong goals for this initiative.

In reviewing your proposal, I was particularly impressed with [mention a project-specific strength, e.g., "your clear articulation of target audience needs and the innovative use of XYZ technology"]. The scope you have defined and the objectives you aim to achieve are both ambitious and inspiring, which speaks to the project's potential impact.

After giving your proposal careful consideration, I have decided not to move forward with the project at this time. I want to be transparent about my reasoning, as I believe constructive feedback is important:

- **Strengths:** [Briefly mention strengths again, e.g., "Your timeline and initial research are particularly compelling and show strong potential for success."]
- **Weaknesses/Concerns:** [Address relevant weaknesses or concerns, e.g., "Given the tight turnaround, I am concerned that the project may not allow adequate time for quality assurance, which is crucial for your objectives. Additionally, my current commitments would prevent me from delivering the level of attention and expertise your project deserves."]

Please know that this decision was not easy, and it in no way reflects a lack of merit in your project. I firmly believe in providing honest feedback and only committing to projects where I can contribute value to the fullest.

I hope my assessment proves useful as you move forward, and I'd be happy to recommend other freelancers or resources if you would find that helpful. Should circumstances change or you wish to explore collaboration in the future, please feel free to reach out.

Wishing you every success with your project.

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