

Date: [Insert Date]

[Applicant Name]
[Applicant Organization]
[Address Line 1]
[Address Line 2]
[City, State, ZIP code]

Subject: Notification of Grant Application Status

Dear [Applicant Name],

Thank you for submitting your application for the [Name of Government Grant Program], titled “[Project Title]”, received on [Application Submission Date]. We appreciate the effort and commitment you have demonstrated in developing your project.

After careful review, we regret to inform you that your proposal was not selected for funding in this grant cycle. The volume of submissions was extraordinarily high, and while your application showed promise, it did not meet all the criteria required for this round of funding.

To assist you in strengthening future submissions, our review panel has provided the following feedback and suggestions:

- **Clarify Project Objectives:** Consider providing more specific and measurable outcomes for your project to clearly demonstrate its intended impact.
- **Strengthen Budget Justifications:** Ensure all expenses are well-justified and directly linked to your project's activities and goals.
- **Eligibility Criteria:** Review the eligibility requirements for this grant. Some aspects of your application may need to be revised to fully align with these guidelines.
- **Additional Documentation:** Submit all required supporting materials and ensure that they are up to date and relevant to your proposal.

We encourage you to carefully review the comments above and the reviewer notes attached to this letter. By addressing these points, you may increase the likelihood of success in future grant cycles.

Thank you again for your interest in the [Name of Government Grant Program]. We value your dedication to making a positive impact. If you have questions or need further guidance, please contact our office at [Contact Email or Phone].

Sincerely,

[Your Name]
[Title/Position]
[Government Agency Name]