

[Date]

[Applicant Name]  
[Organization Name]  
[Address Line 1]  
[City, State, Zip Code]

Dear [Applicant Name],

Thank you for submitting your grant application entitled "**[Project Title]**" to [Grant Program Name]. We truly appreciate the time and effort invested by you and your team in developing your proposal.

After careful review and consideration by our selection committee, we regret to inform you that your application was not selected for funding during this cycle. The selection process was highly competitive, and we received a large number of impressive proposals this year.

While we are unable to offer funding at this time, we would like to provide some feedback from our reviewers to support your future efforts:

- **Project Objectives:** The committee valued the vision underlying your proposal. However, clarifying the specific measurable outcomes and aligning them more closely with our program goals would strengthen your application.
- **Budget Justification:** Some items in your budget lacked sufficient detail. Providing more comprehensive explanations for each line item and demonstrating cost-effectiveness will improve the transparency of your funding request.
- **Evaluation Plan:** While your proposed methods are promising, a more robust plan for measuring and reporting impact would increase the credibility of your proposal.

We encourage you to address these areas and consider reapplying in future funding cycles. Should you have questions about the feedback or need additional guidance, please feel free to contact us at [Contact Email].

Thank you again for your interest in [Grant Program Name] and for your commitment to advancing positive change in our community. We wish you success with your project and future endeavors.

Sincerely,  
[Your Name]  
[Your Title]  
[Organization Name]