

Negative Response Letter Sample for Nonprofit Grant Request

[Date]

[Applicant Organization Name]
[Contact Person Name]
[Organization Address]
[City, State, ZIP]

Dear [Contact Person Name],

Thank you for submitting your grant proposal to [Your Foundation/Organization Name]. We appreciate the time, effort, and passion that you and your team have dedicated to advancing the mission of [Applicant Organization Name].

After careful consideration of all applications, we regret to inform you that we are unable to provide funding for your proposal, **[Project/Program Name]**, during this grant cycle. Our decision was made after a thorough review process, and unfortunately, the volume of high-caliber submissions exceeded the resources available for distribution this year.

Please know that this outcome does not reflect negatively on the value or impact of your work. We commend your commitment to [briefly describe the nonprofit's mission or cause], and we encourage you to continue pursuing these important objectives.

If you would like feedback on your proposal or more information about future funding opportunities, please feel free to reach out to us at [contact email/phone]. We hope you will consider applying again during our next grant cycle.

Thank you again for your efforts and for the meaningful work you are doing in our community. We wish you continued success in your endeavors.

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