

Date: [Insert Date]

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

Dear [Contact Name],

Thank you for submitting your grant proposal to [Your Organization/Foundation Name] for the [Grant Program Name] funding cycle. We appreciate the time, effort, and dedication invested by your team in preparing the application and the important work you do in our community.

After careful consideration by our review committee, we regret to inform you that your proposal was not selected for funding during this cycle. The selection process was highly competitive, and we received a large number of worthy applications. Unfortunately, due to limited resources, we are unable to support all of the excellent projects submitted.

Please know that this decision is not a reflection of a lack of merit in your proposal or the significance of your mission. We encourage you to continue your valuable efforts, and we welcome future applications to our grant opportunities.

If you would like feedback regarding your application or have questions about future funding cycles, please feel free to contact us at [Contact Email/Phone]. We remain committed to supporting the nonprofit sector and hope to collaborate with you in the future.

Thank you again for your interest in partnering with [Your Organization/Foundation Name]. We wish you continued success in your work.

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