



NATIONAL CENTER FOR
FAMILY PHILANTHROPY

Family Giving Online Knowledge Center Sample Forms, Checklists, and Policies

TITLE: Grant Denial Letter #1

SOURCE: *The Trustee Notebook: An Orientation for Family Foundation Board Members*

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GRANT DENIAL LETTER #1

Dear [Applicant]:

I am very sorry to inform you that the Trustees of _____, at their quarterly board meeting on _____, did not approve your grant request for the above-mentioned purpose.

We receive requests for many more dollars than are available and, therefore, are not able to fund all requests.

We wish you success in your project as you seek other avenues of funding. (If applicable, suggest other sources).

Sincerely,