

Grant Proposal Acceptance Letter Sample #1

[Your Name]

[Your Address]

[City, State ZIP Code]

[Date]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Recipient Address]

[City, State ZIP Code]

Dear [Recipient Name],

I am writing to formally accept the grant proposal that was awarded to me by [Granting Organization Name]. I am grateful for the opportunity to further pursue my [project/research] and I assure you that I will use the grant money responsibly and efficiently.

I would like to thank you for the support that you have provided, and I am looking forward to achieving the goals that we have set together. I will be providing regular updates on the progress of my [project/research] and will be available to answer any questions or concerns that you may have.

Once again, thank you for your confidence in my work and for the valuable contribution that you have made to my [project/research].

Sincerely,

[Your Name]