

CSF Thank You to a Foundation

Below is an example of a thank you email sent to a foundation for a large donation.

Dear Foundation,

On behalf of The Indie Theater Fund, please accept this final report on the recent grant of \$\$\$\$\$ made to support the Cultural Solidarity Fund (CSF). From everyone at The Indie Theater Fund and all of the organizers of CSF, we want to express our immense gratitude to the Foundation for your continued generosity during these challenging times, which has allowed us to stay responsive to the needs of so many artists in New York City's cultural community.

As the only emergency grant of its kind in NYC—CSF's relief provides microgrants of \$500 to our comprehensive arts community: individual artists, administrators, production staff, custodians, educators, ushers, guards and more and prioritizes Black, Indigenous, People of Color (BIPOC), Immigrant, Disabled, Deaf, Transgender, and Gender Nonconforming individuals who have been most severely impacted by the pandemic. In our first round of CSF, we received a total of 2,722 applications, 56% of which indicated that the applicant's needs were at the highest levels of urgency.

Your recent \$\$\$\$\$ grant allowed us to award an additional # of \$500 microgrants to artists and cultural workers in NYC through our Cultural Solidarity Fund in 2021. To date, we have granted nearly \$500,000 for 978 microgrants. Our latest grantee demographics indicate that: 30% of grantees identify as Black/African American; 6% are disabled; 17% are immigrants; 29% identify as LGBTQIA+/Queer; 66% are from the outer boroughs of NYC; and 82% are reporting the highest level of urgency.

Our next goal is to fund at least 50% of all applications. To date, several other generous funders have joined you to support the Cultural Solidarity Fund: other Foundations.

With your ongoing support, we can work together to provide relief to these artists and workers who are critical to the arts and culture ecosystem. These are the artists who keep NYC the innovative and culturally diverse city it built its reputation on.

Thank you again for your tremendous generosity both in 2020 and in 2021, and we hope to work with you in the future.

Sincerely,

Randi Berry
Executive Director