
SAMPLE REJECTION LETTER



HOUSE OF REPRESENTATIVES
WASHINGTON, D.C. 20515

Re: Community Project Funding Program

Dear **[Requesting Organization]**:

Thank you for submitting an application for **[Community Project Funding or Congressionally Directed Spending Grant]**. Due to an extraordinarily competitive field of applications, I regret to inform you that my office was not able to fulfill your request in this funding cycle.

Please know that this is not a reflection of the quality of this proposal or your organization's work. I would strongly encourage you to consider submitting an application next year, or to explore additional possible sources of Federal funding at the Grants page on my website.

Sincerely,

[Member of Congress]