

*Proposal Acknowledgement Letter*

Date

Name

Tide Organization

Address

City/State/Zip

Dear:

On behalf of the Board of Trustees of the Sample Foundation, I wish to acknowledge receipt of your proposal dated June 17, 2011, which has been reviewed and appears eligible for consideration. Should further information be needed, someone from the foundation will contact you in the near future.

If all necessary information is available on time, action will be taken on the application at the Board's November 15, 2011 meeting. You will be notified of the status of your grant within two weeks of the date of the Board's decision.

Thank you for contacting the foundation.

Sincerely,