

Rejection Letter

[PLACE ON SCHOOL LETTERHEAD]

Date:

To: Director of [NAME OF AGENCY]

From: [PROFESSOR NAME, TITLE]

Dear [NAME OF RECIPIENT]:

We are sorry to inform you that your organization was not selected to receive the *Pay it Forward* Student Philanthropy Project Grant. Please know that this was not an easy decision for us to make. We recognize the importance of what you do and wish we had more funds to distribute.

All the organizations we considered showed a high level of commitment to their communities, and we are grateful to have learned about your organization and the others. We thank you for the time you spent working with us on this project, allowing us to meet and learn about your organization and its excellent programs.

If you have questions please contact [CAMPUS LIAISON and/or FACULTY NAME AND EMAIL].

Again, we thank you for helping to educate our students about your mission, vision, and area of need.

Sincerely yours,

[FACULTY NAME]

[COURSE NAME]

[FACULTY CONTACT INFORMATION]

cc: Kirsten Fox
Program Director, Pay it Forward
Ohio Campus Compact