Academic Grant Approval

Subject: Grant Proposal Approval - Research Project [ID Number]

Dear Dr. [Name],

The Review Committee has completed its evaluation of your research proposal titled "[Research

Title]" submitted on [Date]. I am delighted to inform you that your proposal has been approved for

funding.

The committee was particularly impressed by your innovative methodology and the potential

impact of your research on [Field/Area]. The requested funding amount of [Amount] has been

approved for the duration of [Time Period].

Funding will be disbursed according to the schedule outlined in your proposal, with the first

installment available upon execution of the grant agreement. Please review the attached terms and

conditions, which include reporting requirements and intellectual property guidelines.

Your research coordinator will receive detailed instructions for project setup and account

establishment within one week. We require quarterly progress reports and expect preliminary

findings to be shared at our annual conference.

Congratulations on this achievement. We look forward to supporting your valuable research

contributions.

Respectfully,

[Your Name]

[Title]

[Institution Name]

Get more templates here:

https://www.lettersandtemplates.com/letters/contract-or-proposal-approval-letter