

Partner Organisation – Template letter

Dear **Future Ready Fund Managers**,

I am writing to support the application of **[INSERT NAME OF APPLICANT]**

for the Future Ready Fund.

I know **[INSERT APPLICANT NAME]**

from **[PLEASE INSERT HOW THE PARTNER ORGANISATION KNOWS THE APPLICANT]**

I know **[INSERT NAME OF APPLICANT]**

since **[INSERT DATE]**.

I support the applicant's proposed project, and believe it will be success, because of the following **[PLEASE INSERT WHY THE YOU BELIEVE THE APPLICANT IS SUITABLE TO BE AWARDED A GRANT, WHY THEIR PROJECT WILL BE SUCCESSFUL, AND INCLUDE ANY EVIDENCE TO SUPPORT THAT BELIEF]**.

I also confirm that I am happy to receive grant monies into **[INSERT NOMINATED ORGANISATION NAME]**

bank account to be ringfenced for use on **[INSERT PROJECT NAME]**

project by the unconstituted group **[INSERT UNCONSTITUTED GROUP/INDIVIDUAL NAME]**,

led by **[INSERT APPLICANT NAME]**.

[INSERT PARTNER ORGANISATION NAME]

is

[BRIEF DESCRIPTION OF THE WORK THAT THE ORGANISATION RECEIVING GRANT MONIES UNDERTAKES].

Kind regards,

[INSERT FULL NAME OF CONTACT FROM NOMINATED PARTNER ORGANISATION]

[INSERT PARTNER ORGANISATION'S EMAIL SIGNATURE, INCLUDING EMAIL, PHONE NUMBER ETC]