

KSB sample letter: Confirmation of funding/statement of intent (please include **a copy** with application, if applicable)

Name of applicant

Name / Address of sponsor  
letterhead

Address of applicant

Place / Date

**Re: Your project name XY**

Dear Ms./Mr. ...,

a) *Confirmation:* We are happy to inform you that we wish to support the abovementioned project. Given the total amount of secured financing, we are prepared to contribute XXX euros to finance your project.

Please notify us immediately of any changes to the cost and financing plan or other requests for funding, either approved or rejected.

b) *Statement of intent:* We have received your application and are inclined to support your planned endeavour. Contingent upon the decision of our committees, we intend to fund your project.

Sincerely yours,

Signature / Sponsor