



Program Logo

Insert Date

Insert Name
Insert Address
Insert City, State Zip

Dear **Insert First Name**,

We would like to thank you for applying to the **Insert Program Name**. We regret to inform you that we cannot offer you an AmeriCorps position at this time.

We enjoyed learning about your experiences and interests, and we strongly encourage you to continue pursuing your interest in community service. Best wishes in your future endeavors. Please feel free to contact us if you have any questions.

Sincerely,

Insert Name of Program Director