



Address 1

Address 2

Address 3

Address 4

Date

Dear

I am writing to express my grateful thanks for your prompt and generous response to our Giving in Grace initiative at [church name here]. Your heartfelt concern and practical action is a real encouragement.

Of course I am not aware of the details of individual responses; that is confidential to our **[planned giving officer]**. But I am aware of the general level of response and I know that you will also be encouraged by what has happened so far.

(Either) It is early days yet but so far xx individuals or couples have responded to my letter in **[September]** inviting members review their financial commitment to the life of the church here at **[church name here]**. When Gift Aid is added to the pledges received we will already be able to count on an additional £xx per week, which equates to about £x,xxx in a full year. This is a marvellous response so early on in our Giving in Grace initiative.

(Or) When Gift Aid is added to the pledges received we will be able to count on an additional £xxx per week, which equates to about £x,xxx in a full year. This figure will do much more than simply balance our budget for the coming year.

This wonderful response gives us the freedom to invest in new and existing areas of ministry in the church. You can rest assured that your giving is making a real difference in this church and in the wider community. I am delighted by the response and I know that you will also be pleased.

If you have made a specific request for additional information, such as planned giving envelopes or a Gift Aid declaration please be assured that someone will be in contact with you within the next couple of weeks or so with the information you have requested.

Once again thank you for your generosity and for your continued support and encouragement, all of which is greatly appreciated. Following this Giving in Grace initiative our church will be able to really move forward in it's ministry. I am grateful that you have shown your support and I promise to keep you informed on progress.

Yours sincerely

Vicar

PS This increase in giving has meant that we are now able to ... *(edit to insert items from the case statement: e.g. offer training and resources for our new pastoral visiting team who visit the elderly, the housebound and the bereaved of the parish. We are also able to install a new sound system and plan for much needed new crockery in the hall kitchen.*