

SAMPLE PRESS RELEASE

FOR ADDITIONAL INFORMATION:

Media Contact at Recipient Organization

name

phone #

date

FOR IMMEDIATE RELEASE

(JACKSON, Michigan) -- “The agency name has been awarded a grant of grant amount by The Jackson County Community Foundation’s Community Needs Fund,” agency contact person, said today.

According to agency contact person, the grant will be used for purpose of grant.

“Our organization has cite accomplishments during the last number years,” agency contact person said. “The grant from the Community Foundation will give us additional resources to cite how grant will be used.” This grant was made possible by the Name of Fund, a component fund of the Jackson County Community Foundation.

Name of recipient organization was founded in date and has served numbers of people or geographic area served and ways of providing service. Name of chairperson is chairperson of the board of directors.

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