[NHS Board headed paper]

Dear Scottish Government,

I refer to an application we have approved from [grantee] at [location]. We can confirm that [NHS Board] has ensured that appropriate due diligence has been carried out when reviewing the grantee’s application, that all information required has been obtained, including an application form and signed grant offer letter, and are content for a Scottish Dental Access Initiative grant to be progressed for this applicant.

I can confirm that an annual report will be presented to the Scottish Government on a yearly basis and that the Scottish Government will be kept appraised if there are any issues with meeting the conditions of the grant.

[NHS Board contact signature]

[date]