**Subject: Notice of Dissolution of [PGN Name]**

Dear Members of [PGN]:

I hope this message finds you well. It is with a heavy heart that I write to inform you that [PGN Name] has reached a point where we are unable to continue our operations. After careful consideration and assessment of our situation, the board of directors has made the difficult decision to dissolve the organization.

**Reasons for Dissolution:** Due to [briefly explain the reasons, such as financial constraints, lack of funding or other challenges], we find it impossible to sustain our mission and supports.

**Next Steps**

**Member Approval:** As per our bylaws, we are required to seek approval from our members for this dissolution. We will hold a special meeting on [date] at [time] to discuss and vote on this matter. Your participation is crucial.

**Distribution of Assets:** Once the dissolution is approved, we will begin the process of distributing our remaining assets. These assets will be allocated in accordance with our bylaws.

**Final Report:** We will prepare a final report summarizing our achievements, challenges and the impact we’ve had over the years. This report will be shared with all members and the Professional Growth Networks Advisory Committee.

**Appreciation:** We want to express our heartfelt gratitude to each member, volunteer and supporter who has been part of [PGN Name]. Your dedication and passion have made a difference in our community.

**Contact Information:** If you have any questions or concerns, please feel free to reach out to [Contact Person] at [Contact Email] or [Contact Phone Number].

Thank you for your understanding and support throughout this journey. We hope that our shared vision for positive change will continue to thrive in other ways.

Sincerely,

[Your Name] [Your Title] [PGN Name]