

[Your Name/Entity Name]  
[Your Address]  
[City, State, Zip Code]  
[Date]

[Recipient Name]  
[Recipient Title]  
[Recipient Address]  
[City, State, Zip Code]

**RE: Notice of Good Faith Efforts to Cure Alleged Breach of Fiduciary Duty of Care**

Dear [Recipient Name],

This letter is in response to the allegations raised on [Date] regarding a purported breach of the fiduciary duty of care in relation to [Description of Project, Transaction, or Decision]. While [Your Name/Entity Name] maintains that all actions were taken with the best interests of the [Organization/Beneficiary] in mind, we are issuing this letter to outline the immediate and proactive steps being taken to cure any perceived deficiencies and to ensure ongoing compliance with our fiduciary obligations.

To address the concerns raised, we have initiated the following good faith efforts:

- **Independent Review:** We have engaged [Name of Third-Party Firm/Expert] to conduct a comprehensive independent review of the decision-making process in question to identify any procedural oversights.
- **Enhanced Due Diligence:** We are implementing a revised due diligence framework that requires [Specific Action, e.g., additional financial audits or legal assessments] prior to any future approvals of a similar nature.
- **Remedial Training:** [Relevant Parties/Board Members] will undergo specialized training focused on the duty of care, risk management, and informed decision-making protocols.
- **Policy Amendments:** We are updating the internal [Bylaws/Operating Agreement/Conflict of Interest Policy] to include more stringent documentation requirements for all material business judgments.

We believe these corrective measures demonstrate our commitment to the highest standards of professional conduct and our dedication to rectifying the situation. We intend to complete these actions by [Date].

We remain open to discussing these efforts further to ensure that your concerns are fully addressed and that the [Organization/Beneficiary]'s interests remain protected.

Sincerely,

[Signature]  
[Printed Name]  
[Title]