

Sample Letter

To write an effective letter be sure to include your name and address, so your members of Congress know that you are a constituent; ask for a specific action and support that with reasons why. Below is a sample letter of what you include, but we encourage you to **put it in your own words** and provide an example of a positive after-school program in your community.

Sen. _____
U.S. Senate
Washington, DC 20510

Rep. _____
U.S. House of Representatives
Washington, DC 20515

Date

Dear Sen. [Stabenow or Levin],
Please co-sponsor the Improving the 21st Century Community Learning Centers Act of 2010. This bill will reauthorize this important program and renew our country's commitment to high-quality after-school programs. After-school programs are extremely important here in [your state, city or town]. [Insert a sentence or two about your program, describing its benefit to your community.]

Millions of families rely on these programs to keep children safe, inspire them to learn, and relieve parents of worries about what their children are doing during out-of-school hours. Evaluations of 21st CCLC and other after-school programs show they are successful in decreasing juvenile crime and that students who participate in after-school programs improve their grades, attend school more regularly, are more likely to stay in school and attain higher levels of achievement in college. As a nation, we expect schools, communities, and families to work together to keep our children safe before, during and after school hours. Please co-sponsor this important legislation.

Sincerely,
[name]
[program/affiliation]
[address]



Michigan After-School Partnership | 1627 Lake Lansing Road, Ste. B | Lansing, MI 48912
517.371.4360 x17 | 517.371.5860 (f) | msutton@uwmich.org | www.miafterschool.org