

EMAIL TEMPLATE

This is a template you might use for writing to your representatives. It may also help you create a script for in-person conversations and can be used for written letters as well as emails. Throughout the template, we put items in brackets – **[example]** – that you should replace as needed with your own personalizations.

Subject: Please continue funding family, school, and community engagement in FY 2027

Dear **[Representative/Senator NAME]**,

I am writing as a dedicated advocate for family, school, and community engagement and as a proud member of the National Association for Family, School and Community Engagement (NAFSCE).

I serve as a **[job title]** at **[organization name]**, where we work every day to support the families and communities of **[location]**. Specifically, we **[briefly describe your program's work, the number of people you serve, and, if applicable, note that you are one of [X] organizations in the area providing this critical service]**.

Programs like ours empower families to take an active role in their children's education, strengthening the connection between home and school in ways that lead to real, measurable results, including reduced chronic absenteeism and improved academic outcomes. The evidence is clear: when families are engaged, students thrive.

My program does this by...**[insert detailed information about your work]**. This work is supported by **[insert name of federal funding program, if known]**.

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That is why I am deeply concerned about the proposed federal budget cuts threatening programs like ours. These cuts stand in direct contradiction to the Administration's stated commitment to prioritizing families and their role in children's education. To do this, more resources are needed to reach families, not less.

I am enormously proud of the work we do at **[organization name]** and honored to serve the families of **[community/state]**. On behalf of my colleagues and the families we serve, I respectfully urge you to increase funding for family engagement programs. At the very least, I urge you to protect existing funds from proposed cuts.

I would also welcome the opportunity to have you visit **[organization name]** so you can see our work firsthand and meet the students, parents, and family members whose lives are shaped by this work. Seeing it in person makes all the difference. Please let me know some times that might be convenient for you to join us.

Thank you for your time and your service to our community. I hope we can count on your support.

Regards,

[Name]

[Signature]

[Job title]

[Organization]

[Email address and/or phone]