



# Thanking Your Elected Officials

## Letter Template for Project Participants

Do not send this letter template as is, but personalize it with *your* information.

### Your Letterhead or Personal Stationery\*

Month, Day, Year

The Honorable [*Elected Official's Name*]

Address

City, State, Zip

Dear [*Elected Official*],

I am writing to inform you about [*name of program or event*], held on [*date, time*] at [*location*]. This program was made possible by funding from the **North Carolina Humanities Council**, a statewide nonprofit and affiliate of the National Endowment for the Humanities, also supported by North Carolina General Assembly. The Humanities Council's public programs bring people together to explore the many cultures and heritage of North Carolina.

The program was important to my community of [*name*] because it [*describe why you think the program was enlightening, educational, or inspiring to your community as a whole*]. I came away from the program enriched. [*Describe the program's impact on you as an individual.*]

Thank you for your continued support of the North Carolina Humanities Council and its efforts to make the humanities a cornerstone of public life.

Sincerely,

[*Name of program participant*]

\*If you send this letter by email, you should have to adapt it only slightly. Important, however, is a specific subject line, such as: **North Carolina Humanities Council Program**.