**Sample Advocacy Letter**

Dear Honorable XXXXX:

I am writing to you in my capacity as (position at nonprofit (i.e. Executive Director, Board Member, Volunteer) of name of nonprofit agency. Include 5 to 7 sentences about your nonprofit organization, the people served and the impact of coronavirus crisis. Name of agency is also one of close to 200 members of Nonprofit Westchester, the organization leading the advocacy efforts on behalf on nonprofit organizations in Westchester.

Please take action on the advocacy positions below, through your own authority or advocacy with your colleagues with branches of government, as they are critical to the health and safety of all Westchester residents and the continued viability of the nonprofit sector to offer vital services during the Coronavirus pandemic and beyond.

With appreciation for all you are doing during these very difficult times,

Name

Home Address

Nonprofit Organization Address

**Insert Advocacy Statement**