Template Letter to Obtain American Rescue Plan Funding

[Date]

[Name]

[Address]

Dear [insert name]

I'm writing to ask for your support with obtaining American Rescue Plan funding for [Name of Organization].

[Organization] provides vital services to people who are victimized by gun and community violence in [name the city/state/neighborhood]. Since our organization was founded in [year], we have offered life-changing, healing victim services to [number] of individuals. Our comprehensive, wraparound services include hospital-based intervention, outreach, case management, job training, counseling and trauma-informed care -- all designed to interrupt the cycles of violence. [Modify the preceding sentence based on the services that your organization provides.] We have made an impact by [add any outcome/evaluation data as available.]. [Add demographics about who is served, racial identities, ages, gender, other relevant information.]

Nationwide, Black Americans are nearly twice as likely as White Americans to die from COVID-19 and more than four times as likely to die from gun homicide. During the pandemic, gun and community violence have increased dramatically. The increased violence combined with the despair, illness and grief wrought by COVID-1 has exacerbated the toxic stress of racism that has harmed communities of color for centuries. In our geographic area, COVID has [add any local data and perspectives about the impacts]. [Add a statement about how your organization has responded to the pandemic, such as: Throughout the pandemic, our organization has been on the frontlines of the COVID response by delivering food to children, adults and families, helping individuals gain equitable access to technology and advocating for the health care needs of people hardest hit by COVID-19.]

The American Rescue Plan funding would allow us to address the needs of people who have been unfairly burdened by the harmful effects of violence and COVID-19.

We look forward to meeting with you to discuss how to access this funding. My contact information is below.

Best regards,

[Name]

[Email]

[Phone number]