PLEASE PRINT ON YOUR ORGANIZATION’S LETTERHEAD

(DATE)

The Honorable (FIRST AND LAST NAME)  
STATE SENATOR OR STATE REPRESENTATIVE   
Legislative Office Building, (Room #)  
Hartford, CT 06106-1591

Attn: (LEGISLATIVE AIDE)   
Dear Colleague,

I would like ask you to join me for the 2018 Homelessness and Housing Advocacy Days discussion with providers from (CAN) on (DATE/TIME) in Room 2600 at the Legislative Office Building.

As you may know, Connecticut is achieving real success in its mission to end homelessness, through the strong collaboration of our nonprofits in close cooperation with state agency partners. As a state, are making notable progress toward the broader goal of ending all homelessness. These efforts not only benefit those who suffer from homelessness, but also are critical to saving public costs incurred by our emergency systems, hospitals and jails when homelessness persists. In these difficult budgetary times, we cannot afford to forgo these investments that are both saving lives and public funds.

This Homelessness and Housing Advocacy discussion provides us an opportunity to meet with nonprofits providers from our community and to hear directly from them about the success of their efforts on the ground. Please join me REPEAT DATE AND TIME for this important, one-hour meeting.

Thank you for your consideration of this request.

Sincerely,