***TEMPLATE:***

Dear Senator XXX/Representative YYY,

On behalf of [Name of Jurisdiction], we write today to urge you to support additional state and local aid in the next coronavirus relief measure.

(Entity you represent, i.e. State, local government, public power, public water, public schools, public works) has been impacted by the ongoing public health crisis…

[Discuss and provide details on matters like: expenditures as it relates to the ongoing response, if you are a CRF Prime Recipient how much of your funds have been obligated, budget outlook, sectors of most concern that impact your local economy, etc.]

For [Name of Jurisdiction], additional, direct flexible assistance to state and local governments will be critical to ensure we overcome this pandemic and successfully recover in the years to come. Without the support from our federal partners, we may see measures like additional job cuts that will result in a disruption to the essential services we provide. Any disruption would only hinder the economic recovery we need as a country. We look forward to working with you on this and other matters of mutual interest. If I can be of assistance or if you should have any questions, please do not hesitate to call.

Very best regards,