



## ***FY 2023 Appropriations Campaign***

### ***Writing A Letter to Congress***

#### **Letter Writing Instructions:**

On the backside of your letter template, you'll see a central designated area to write a message to your elected leaders in Congress. Be sure to fill out all necessary information including your legislator's name, and your personal information. This signals to your member of Congress that you are a constituent living in their district or state.

Remember, if you live in one of the 50 U.S. states, you have 3 people who represent you in Washington: a representative and two senators. Not sure who your legislators are? You can go to [Congress.gov](https://www.congress.gov) and enter your address to find out who they are.

#### **When writing your letter, remember these guiding principles:**

- Always write in the first person
- Start the letter by explaining you're a constituent (ex: I am a college student living in your district; I am a resident of X city)
- Put the policy ask front and center and make it as specific as you can
- Add a personal note as to why YOU care about this issue (ex: "When I was 18, I traveled to X country and saw first-hand the ..." OR "In my university studies, I've learned X which is why I care about the fight against human trafficking")
- Be appreciative and constructive (often a rarity for public servants in the correspondence they receive)
- Finish the letter by repeating the policy ask, and close out with something like 'I look forward to hearing your response'

#### **Below are sample messages you can pull from:**

Dear **[Legislator]**,

*Human trafficking is illegal almost everywhere. Yet right now, there are an estimated 40 million people trapped in slavery across the world. As a constituent living in **[city/state]**, I'm asking you to use your power and position to ensure key anti-trafficking initiatives are fully funded in the FY22 and FY23 appropriations bills.*

*There are two crucial and effective programs that Congress must support: the State Department's Office to Monitor and Combat Trafficking in Persons (TIP Office) and the Program to End Modern Slavery (PEMS).*

**[Insert personal note on why this matters to you]**

*Thank you, **[Legislator Title & Name]**, your efforts to combat modern-day slavery make me proud to be an American and hopeful that one day we will finally see an end to this devastating oppression.*

*I look forward to your response,*

[Name] [Address]

---

Dear [Legislator],

Please support full funding for the State Department's Office to Monitor and Combat Trafficking in Persons (TIP Office) and Program to End Modern Slavery (PEMS) in the FY22 and FY23 appropriations bills.

Some 40 million people are victims of modern-day slavery, and as a constituent living in [city/state], I believe we must act to bring an end to this kind of rampant violence and oppression.

[Insert personal note on why this matters to you]

I respectfully request your public support for the TIP Office and Program to End Modern Slavery in the FY22 and FY23 appropriations bills.

Thank you,

[Name] [Address]

---

Dear [Legislator],

As Americans, we believe that all people deserve to live in freedom. But even in 2022, human trafficking, also known as modern-day slavery, continues to persist around the globe. I can think of no better use for my tax dollars than the funding of efforts to bring an end to this scourge of exploitation and violence.

[Insert personal note on why this matters to you]

As you begin this year's appropriations process, I request you consider these two essential anti-trafficking efforts: Supporting sustained funding TIP Office and the Program to End Modern Slavery (PEMS) in 2023.

Thank you,

[Name] [Address]