

Sample Draft Letter from Elected Officials to Congressional Members

(Please use this draft in working with your elected officials to develop a final letter)

Date

The Honorable (insert the name of your House/Senate Member)
U.S. House of Representatives/U.S. Senate
Washington, DC

RE: CDBG and HOME Funding for FY 2017

Dear Representative/Senator (insert name):

On behalf of the constituents of the City/County of (insert name), we are writing to urge you to support increased funding for the Community Development Block Grant (CDBG) Program and the HOME Investment Partnerships (HOME) Program in FY 2017. We also encourage you to sign-on to the CDBG and HOME Dear Colleague letters that will begin circulating in your chambers in late February and March to show your support for the programs.

Both programs are valuable resources, yet they have been cut significantly in the last several years. CDBG is a flexible funding source that allows our community to meet local needs and HOME gives us the opportunity to provide decent, safe and affordable housing in our community (provide one or two project examples for both programs).

We ask you to support these programs in FY 2017 by increasing program funding levels and signing on to the Dear Colleague letters.

Sincerely,