

## **How to write a Letter to the Editor**

Members of Congress read their local papers, so Letters to the Editor (LTEs) are a great way to share your concerns about the low refugee admissions and demonstrate that as a constituent you want your elected officials to support the GRACE Act.

### **Letter Tips:**

- Set an appropriate tone - highlight the positive contributions of refugees in your life and community
- Be Local - while responding to national news, focus on the relevance to your city/state
- Be Brief - check your target paper's guidelines; most require just 150 to 250 words
- Be Timely - responding to a recent article from the outlet will increase your chances of publication
- Be Determined – submit to a paper that you read; if the letter isn't picked up, try again with another paper!

### **Sample Letter to the Editor:**

[Date]

Dear Editor:

I was shocked by the news that the administration will welcome no more than 18,000 refugees in the coming year ["headline of article you are referencing"]. At a time of unprecedented need, this is a historic low and a violation of our nation's long tradition of providing safe haven to persecuted people.

Republican and Democratic presidents alike have committed to welcoming an average of 95,000 refugees a year for the last four decades. With nearly 26 million refugees around the world, the U.S. should be doing more, not less to welcome people fleeing for their lives. [City/State] has a long tradition of welcoming refugees, who have gone on to become our teachers, doctors, business owners, neighbors, and friends.

Fortunately, there is a solution. Congress is currently considering the GRACE Act, which would restore the refugee admissions program to normal levels. Our elected officials must pass the GRACE Act now and uphold America's legacy of welcome.

[Name]

[Address with city/state/zip]

[Email address]