



Template LTE

(Updated April 7, 2025)

Below is an LTE template that you can customize with your story or insights:

[Note: Look at the LTEs that run in the paper you are targeting to get a flavor for the types of letters they publish. Also, be sure to check the paper's LTE instructions, especially word length guidance.]

Subject: [City or State Name] is Stronger Because of AmeriCorps

Dear Editor,

Thousands of people in our community rely on the critical services provided by AmeriCorps members, who are the “people power” behind many of our nonprofit and faith-based organizations – including [x, y, and z].

AmeriCorps fills gaps in essential industries, such as teaching, disaster recovery, public safety, and healthcare, while simultaneously providing hands-on job training and skills development for its members. AmeriCorps also delivers an impressive return on investment, with every \$1 invested by the federal government generating over \$17 in economic value nationwide and reduces dependency on government aid.

Investing in these programs enables us to ... [a couple of sentences of details and why it is important].

AmeriCorps is delivering results, and it has earned strong community support nationwide. In [locality name], AmeriCorps is getting things done. I urge our congressional delegation to recognize the importance of this beloved program and ensure it remains a priority for future funding.

[Name]

[City, State]

[Email]

[Phone number]

[Some outlets may also ask for your title and organization]