**Sample Thank You Letter to Legislators for FY17 WAC CSG FUNDING**

*(The following letter is offered as a recommendation only. Please feel free to use your own words while including references to Arts in Wyoming and to the state legislature as sources of the funding.)*

Your Letterhead

 OR

Your Organization's Name

Your Address

Your City, State, Zip

Date

The Honorable (name of WY local senator or representative)

Legislator's Address

Legislator's City, State, Zip

Dear (title and name, i.e. Senator Montoya):

I am pleased to inform you that our non-profit arts organization, (name of organization), has received a grant of $(amount of grant) from The Wyoming Arts Council, a division of the Department of State Parks and Cultural Programs.

As one of over 100 arts organizations receiving grants from the Wyoming Arts Council in Fiscal Year 2017, we extend our gratitude for your continued support of arts funding through state appropriations.

This grant will be used to assist us in presenting (indicate programming activities to which the funding will be applied). (Add one or two sentences here telling why the grant funding is important to your organization and your community - how it makes a difference, including the economic impact on your community, if applicable.)

[**OPTIONAL** COMP TICKETS OFFER] On behalf of (your organization's name), I would like to invite you to attend (name of an event or performance), which will be held on (day of week), (date), at (time) at (location). To RSVP and to receive more information concerning this event, please contact (name of contact person) at (include phone number, fax number, email address, and website).

Sincerely,

(Type Your Name)

(Type your title with the organization)