

### August Site Visit Campaign: Site Visit Sample Letter of Support

*You can use this sample letter of support as a template to provide to other organizations and individuals in your community to send letters in support of your site visit request.*

**(PLEASE PERSONALIZE THIS LETTER AS MUCH AS POSSIBLE AND PLACE ON YOUR ORGANIZATION'S LETTERHEAD)**

The Honorable (FIRST AND LAST NAME OF MEMBER)  
U.S. House of Representatives (OR) U.S. Senate  
Washington, DC (HOUSE ZIP CODE = 20515; SENATE ZIP CODE = 20510)  
Attn: (DC SCHEDULER AND DISTRICT SCHEDULER)  
CC: (DC STAFF MEMBER(S) WHO WORK ON YOUR POLICY ISSUE)  
Fax: (FAX NUMBER)

Dear (SENATOR/REPRESENTATIVE X),

I am writing to thank you for your commitment to ending homelessness and to encourage you to accept a recent invitation to attend a tour of (PROGRAM NAME) with several people from your district. (PROGRAM NAME) is a great illustration of the incredible progress (COMMUNITY) is making to implement cost-efficient interventions to keep (PEOPLE EXPERIENCING CHRONIC HOMELESSNESS, FAMILIES WITH CHILDREN, YOUTH, VETERANS, INDIVIDUALS, AND/OR PEOPLE WITH DISABILITIES) safely housed.

During this difficult budget environment, we are anxious for this opportunity to show you first-hand the success of the McKinney-Vento Homeless Assistance Grants. Because of those resources, (PERMANENT SUPPORTIVE HOUSING/RAPID RE-HOUSING/OTHER ACTIVITY) in your district are effective at preventing and ending homelessness. However, these programs will need to receive funding increases in order to expand their current capacities to permanently house people experiencing homelessness.

(INCLUDE LOCAL INFORMATION ABOUT THE PROGRAM OR THE COMMUNITY'S PROGRESS IN REDUCING HOMELESSNESS. EXAMPLES INCLUDE INFORMATION ABOUT:

- DATA ON REDUCTIONS IN HOMELESSNESS;
- SUCCESS IN ENDING CHRONIC HOMELESSNESS; AND
- WHAT YOU COULD DO WITH INCREASED FUNDING FOR MCKINNEY, PARTICULARLY FOR THOSE EXPERIENCING CHRONIC HOMELESSNESS, FAMILIES WITH CHILDREN EXPERIENCING HOMELESSNESS, OR YOUTH EXPERIENCING HOMELESSNESS.

(INCLUDE A PERSONAL CLOSING, OR SAY SOMETHING LIKE...)

Thank you in advance for your consideration of this request. I look forward to continuing to work with you on this critical issue and hope to see you at (PROGRAM NAME).

Sincerely,