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Sample Request Letter to City or County Council

Request to a City Council or Mayor for a Municipal Proclamation (send as letter or use as talking points at a City Council meeting)

<Date>
<Official's name>
<Title>, <City name>
<Street address>
<City>, <State> <ZIP>

Dear <Official's name or City Council>:

I am writing to you today *[here at this meeting today]* as a parent, constituent and resident of the City of _____ . *[If you represent an organization, eg Rotary or Kiwanis, say this too, and give the approximate number of members in the community.]* Governor Gregoire has proclaimed May as Arts Education Month and I hope that you can do likewise on behalf of the families, student and citizens of this city.

As we seek to develop the leaders we need for a future we cannot predict, we must ensure that today's children receive the "whole child" education that arts learning provides. Study after study shows that arts education teaches creative problem-solving and cultural knowledge; offers multiple pathways to understanding for different types of learners; and increases connections and engagement between teachers, students, and the connected community that surrounds them.

With "creativity" and "innovation" the new watchwords in almost every career field, these are the skills that are needed to prepare our children for life in the 21st-century. We cannot define a complete education without the arts, and all children in <name of community> deserve this opportunity.

Washington State's Arts Education Month is an opportunity to recognize and celebrate the positive impact the arts have on our children, our schools, and our communities.

I ask you to join in this important effort to promote the arts by proclaiming May as Arts Education Month in <name of community>.

Sincerely,
<Signatures from the community>