

Letter of Advocacy for Social Service Policy

Date: [Insert Date]

[Your Name]

[Your Position]

[Agency Name]

[Agency Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Recipient Organization]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing on behalf of [Agency Name] to advocate for [specific policy or issue]. As a social service agency dedicated to [briefly describe agency's mission or services], we believe that [state the importance of the policy].

[Explain the impact of the policy on the community and the necessity for action.]

We urge you to [specific action you want the recipient to take] in support of this policy. By doing so, we can [explain the benefits of the action and the potential outcomes].

Thank you for your attention to this matter. We look forward to your support in creating a positive change in our community.

Sincerely,

[Your Name]

[Your Position]

[Agency Name]