

# Tip Sheet: Writing a Letter

Whether you're writing to your local paper or the governor's office, it can be hard to know where to start. Here are some tips to help you draft an effective advocacy letter!

## HELPFUL REMINDERS

- Your own personal story is the most compelling, so start there!
- Be concise! Being direct and to the point means your audience will read the entire letter.
- You don't have to be a climate expert to write passionately about climate change. When in doubt, write about why you believe climate action is important to every Minnesotan.

### Start with an intro paragraph saying who you are and why you're writing.

"I'm a teacher at Mullberry High School, and I'm writing because we must take urgent action on climate change for our next generation."

### Next say why climate action matters to you.

"As a student, I worry about the effects of climate change and what it will mean for my future. For my classmates and I, we can't wait for policymakers to act."

### Follow these steps!

### Finish by calling on your audience to join you and take action!

"This election is so important in the fight for climate action. Make sure you do your research and cast your vote on November 6th for a governor that will fight for investments in clean energy!"

### Then explain why the next governor must prioritize climate change.

"The recent UN IPCC report confirms what we've long believed: if we continue to drag our heels on bold action to cut greenhouse gas emissions, we risk permanent and irreparable damage to our world."

## KEY MESSAGES

- We can't wait to take action on climate change!
- We want the next governor to take immediate action to reduce greenhouse gas emissions, invest in clean energy, and ensure climate change is part of our public school curriculum.
- We can turn the course on climate change, but it will take courageous leadership from our elected officials, business leaders, and individuals.