



Advocacy Letter

Letter to Decision Maker

Social Activism, Awareness & Advocacy



Let your voice be heard!

Writing a formal letter to a local, state or national representative, business owner or corporation (aka Decision Maker) is a significant way to take positive action on environmental and social justice problems that are important to you. Change starts with you and your opinion and positive ideas matter! Be part of the solution by taking action today. Write a letter to a decision maker and ask friends and family to join you.

What you'll need:

Option #1

- 2 pieces of lined standard paper (8.5 x 11)
- 1 pencil or pen

Option #2

- Computer - Open a new Word or Google Doc or use Canva.com
- 1 business sized envelope
- 1 forever postage stamp
- 1 return address label with your school address
- address of letter recipient

Your Letter

Include:

1. Reasons why the problem is important to you
2. Cause or contributor of the problem
3. How the problem can be solved
4. Add your bright idea to solve the problem

Example: It is important to stop climate change because people and animals are negatively impacted by climate change. Deforestation, due to palm oil plantations, is contributing to climate change. Solutions to stop deforestation include growing palm oil sustainably and using only sustainable palm oil in foods and products. My bright idea is.....

SAMPLE ADVOCACY LETTER (page 2)

SEND LETTERS TO: KEY ADDRESSES and WEBSITES (page 3)

Advocacy Letter

SAMPLE



Your First and Last Name
School's Street Address
City, State and Zip code

First and Last Name of Letter Recipient
Street Address
City, State and Zip code

Today's Date (month, day, year)

Salutation (Examples: Dear Sir or Madam, Dear Senator Sean O'Brien, Dear Ms. Brown),

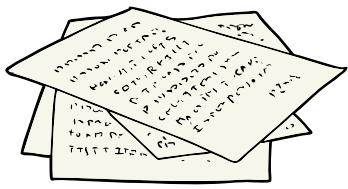
My name is _____ and I am a _____ grade student at Horace Mann School, in the Bronx, New York. I am writing to you about insert problem that is important to you here.

This problem is important to me because insert reason why problem is important to you here. This problem is caused by insert cause or contributor of the problem here. There is a solution to this problem and I am asking you to be part of the solution! Insert the solution - what the person or company can do here. (Example: If the problem is palm oil and you are writing to a company, ask the company to use sustainable palm oil in their foods and products or go palm oil free. If you are writing to a local, state or national representative (aka Decision Maker), ask him/her to create or support legislation (laws) that can help solve the problem). My idea is insert your bright idea here.

Thank you for your time.

Sincerely,
(skip 4 spaces)

Sign Name
Print Name



Key Addresses and Websites



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United States Senate

<https://www.senate.gov/senators/contact>

United States House of Representatives

<https://www.house.gov>

New York State Government

<https://www.ny.gov/agencies>

New York City Mayor's Office

<https://www1.nyc.gov/office-of-the-mayor/contact-the-mayor.page>

New York State Senate

<https://www.nysenate.gov/senators-committees>

New York City Council

<https://council.nyc.gov>

EPA (Environmental Protection Agency)

<https://www.epa.gov/aboutepa/mailing-addresses-and-phone-numbers#HQ>

EPA (Environmental Protection Agency)

Regional Office

Region 2 (NJ, NY, PR, VI)

Environmental Protection Agency

290 Broadway

New York, NY 10007-1866

Phone: (212) 637-3000

Fax: (212) 637-3526

Cattle Ranching

Specific Country: Brazil

Write a Letter to President Jair Bolsonaro

President Jair Bolsonaro

Presidente da República Federativa do Brasil

Gabinete do Presidente

Palácio do Planalto

Praça dos Três Poderes

70150-900

Brasilia DF

Brazil

Palm Oil

Use the Palm Oil Shopping App to look up products.

If the product contains palm oil, find the company name and address and write a letter to the company

Palm Oil Shopping App: [Click Here](#)

Cattle Ranching

Forest Governance in Amazon:

<https://globalforestatlas.yale.edu/forest-governance>

Research specific country and find how to contact

Mining for Technology

Write to Apple's Corporate Office

Apple

One Apple Park Way

Cupertino, CA 95014

Or call: (408) 996-1010

Logging for Paper Products

Write to Procter & Gamble - makes Charmin Toilet Paper and more

The Procter & Gamble Company

1 P&G Plaza

Cincinnati, OH 45202

<https://us.pg.com/contact-us/>