

Or Letterhead

Date

Dear [[**Representative XXXX/Senator XXXX**](https://www.cga.ct.gov/asp/menu/cgafindleg.asp)]:

I thank you for supporting cultural programs in our state especially during the COVID-19 pandemic and for recognizing the important role that CT Humanities plays in the cultural, historic, and democratic institutions that tell our stories, build community, and enrich our lives.

[**Your organization name**] was recently awarded a CTH SHARP Capacity Grant in the amount of [**amount**] from CT Humanities to support [**project title and brief description**].

[**description of project, which may include (as applies):**

* **How it helps your organization respond to and recover from the pandemic**
* **How it helps maintain and grow your organization’s ability to serve your community and the public, connect K-12 teachers and students to strong humanities content, and/or improve your organization’s technology and digital infrastructure**
* **How it increases equity and inclusion**
* **What the project entails (i.e., an exhibit, digital infrastructure, brochures)**]

The support CTH SHARP Capacity Grants from CT Humanities comes from the Sustaining the Humanities through the American Rescue Plan (SHARP) with funds from the National Endowment for the Humanities (NEH) and the federal American Rescue Plan (ARP) Act.

Thank you for your role in supporting the work of [**your organization’s name**], CT Humanities, and the NEH. Please don’t hesitate to contact me to learn more about this program made possible by your support.

Sincerely,

**[Your Name/Title/Contact Information}**