

[Your name, address, city or use agency or personal letterhead]

[Date]

The Honorable **[Congressperson's name]**
Illinois **[District number]** Congressional District
[Office address. [Available here.](#)]

Dear Congressperson **[Name]**,

This week – March 10th-16th – is National AmeriCorps Week, a weeklong event designed by the Corporation for National and Community Service to bring more Americans into service, salute current and past AmeriCorps members for the powerful impact of their service and thank community partners from the grassroots to the national level for all that they've done in making AmeriCorps successful. You are at the top of the list and I am writing to thank you for your support of AmeriCorps programming in Congress.

I am an AmeriCorps member at **[your host site]** and reside in your district. I began my service in **[cite the month]** and it has been a great experience for me and my host site.

As an AmeriCorps member, I am involved with Literacy Volunteers of Illinois' adult volunteer literacy program. We use trained volunteer tutors to help adult students improve their reading and writing skills, and/or learn English as a Second Language. All tutoring services are free. We are funded by Serve Illinois.

Through my AmeriCorps service, I have tutored **[insert #]** students, through both small group and one-on-one tutoring instruction, for a total of **[insert #]** hours. I tutor both Adult Basic Education and English as a Second Language students. I have also recruited **[insert #]** new tutors for our program. **[Cite anything else you do or have done.]**

Being involved in Adult Education has opened my eyes to the silent problem of low literacy in this country. I never realized, and perhaps you had not either, how many adults are lacking in the basic literacy skills necessary to succeed in life – nearly 25% of our population per national studies. I have also learned how important Adult Education programs are to the success of our country. As long as our citizens do not speak English or have the requisite literacy skills to keep pace with our fast-paced and ever-changing technological economy there will be poverty and underemployment. What's more, low-literate adults with children are likely to pass on their low literacy to their children, continuing a cycle that we are working hard to break.

Thank you, Congressperson **[Name]** for your support of AmeriCorps on Capitol Hill and for encouraging service in our communities. I hope we can count on your continuing support of our efforts in volunteerism and adult education.

Sincerely,
[Your name]
[Your signature]
VOCAL AmeriCorps Member

[\[attach flyer\]](#)