**Grantee template email to Senate staff**

Dear [*name of congressional staff responsible for justice issues*]:

My name is [*name*]. I am [*title, agency*].

I am writing today to let you know how important the Byrne Justice Assistance Grant program is to our work. Byrne JAG is a key tool to improving the administration of justice in [*name of community*] by [*summarize focus of funded program(s)*].

Specifically, Byrne JAG funds support *[more detailed description of what the funding supports, how the funds are used, who benefits, and any measurable outcomes]*. We would be pleased to arrange the opportunity for you to talk to the people served by these programs and to learn how these investments are improving the lives of people in our communities.

We respectfully ask that Rep. [*last name*] prioritize the Byrne JAG program in this year’s request to appropriators for the Commerce, Justice, Science and Related Agencies appropriations bill.

Also, we would ask that you consider signing onto the Byrne JAG Dear Colleague letter, sponsored by Senators Cortez Masto and Grassley. To sign-on to the letter, please contact Jordan Warner in Senator Cortez Masto’s office (Jordan\_Warner@CortezMasto.senate.gov) or Michael Perkins in Senator ’s office (Katie.Heffernan@mail.house.gov). Deadline for signature is COB May 3rd.

Please let me know if you have any questions. I can be reached at [*phone and email address*].

Thank you for your time and interest.

Sincerely,