June XX, 2020

[INSERT YOUR LEGISLATORS, IF APPLICABLE]

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| --- | --- |
| The Honorable Nancy Pelosi, Speaker United States House of Representatives 1236 Longworth House Office Building Washington, D.C. 20515 | The Honorable Mitch McConnell, LeaderUnited States Senate317 Russell Senate Office BuildingWashington, D.C. 20510 |
| The Honorable Kevin McCarthy, LeaderUnited States House of Representatives 2468 Rayburn House Office BuildingWashington, D.C. 20515 | The Honorable Charles Schumer, LeaderUnited States Senate322 Hart Senate Office BuildingWashington, D.C. 20510 |

**RE:** **Nonprofit Associations Urgently Need Support in the Next COVID-19 Relief Measure**

Dear Speaker Pelosi and Leader McCarthy, Leader McConnell and Leader Schumer:

On behalf of [INSERT BOILERPLATE LANGUAGE], I urge you to include associations and other Section 501(c)(6) organizations like mine in the Paycheck Protection Program (PPP) and to reauthorize the PPP until at least December 31, 2020.

[INSERT ORGANIZATION NAME] is grateful Congress is supporting many Americans and businesses throughout this pandemic. Associations like mine, however, were excluded from significant portions of the most recent legislation, the Coronavirus Aid, Relief and Economic Security (CARES) Act. Our community has been devastated by event cancellations, contracted programming and sharp membership declines, among other realities of COVID-19. Without support – specifically access to the PPP – associations will continue to reduce staff and could even cease operations.

[INSERT YOUR ORGANIZATION’S STORY / IMPACT DATA]

Thank you for considering my urgent appeal and for your continued service to our country during this challenging time. If you have questions, please contact me at [INSERT CONTACT INFORMATION].

Sincerely,

[NAME]

[TITLE]

[ORGANIZATION]