

## Five Step Formula for Writing Letters to the Editor

- (1) First Sentence: Cite article and briefly describe the article in a way that relates to what you want to discuss.
- (2) Second Sentence: Pivot to what you want to discuss.
- (3) One or Two Supporting Sentences: Draw from facts listed in action sheet. If possible, connect the issue to a matter of local concern.
- (4) Second to Last Sentence: An expression of how your faith and values lead you to the position you are taking.
- (5) Final Sentence: Call to action that invites readers to join Climate Hope Affiliates in contacting their members of congress.

### Sample Letter to the Editor

Cleveland.com's article "Sen. Bernie Moreno to Discuss Senate Work, Answer to the Public at City Club of Cleveland Forum" notes how the Senator will soon engage voters on a number of issues. One important issue of immediate concern is funding for the Environmental Protection Agency in fiscal year 2026. While the House Appropriations Committee would like to [slash funding for the EPA by 23%](#), the Senate Appropriations Committee has avoided proposing such a significant cut. In comparison to the enacted levels for fiscal year 2025, the House bill would eliminate environmental justice and climate initiatives, cut enforcement and compliance activities by \$219 million, cut State and Tribal Assistance Grants by \$680 million, cut Clean Water and Drinking Water State Revolving Funds by \$662 million, and cut the Hazardous Substance Superfund by \$255 million. As a Christian minister concerned about my neighbors and our shared planet, I know that how we allocate taxpayer dollars reflects our nation's values. Cleveland.com readers should join with organizations like [Climate Hope Affiliates](#) and call their Congress members at (202) 224-3121 to urge that they send a letter to their chamber's leadership expressing their strong support for the Senate Appropriations Committee's proposed funding for the EPA.

### Sources Cited:

Kevin Bogardus, Garrett Downs, and Michael Doyle, "House Releases Interior-EPA Spending Bill with Deep Cuts," *E&E News*, [https://www.eenews.net/articles/house-releases-interior-epa-spending-bill-with-deep-cuts/#:~:text=EPA%20would%20receive%20roughly%20\\$7,its%20enacted%20ofunding%20this%20year](https://www.eenews.net/articles/house-releases-interior-epa-spending-bill-with-deep-cuts/#:~:text=EPA%20would%20receive%20roughly%20$7,its%20enacted%20ofunding%20this%20year).

Climate Hope Affiliates: <https://www.ucc.org/climatehopeaffiliates>