

[date]

[addressee]

Dear Senator or Representative [name]:

I am pleased to announce that **[org name]** in **[location]** will have the opportunity to host a traveling exhibition entitled *Tennessee Waters: Shaping Our Land, Our Lives and Our Future*. The exhibit was created by and is made available through Humanities Tennessee. This opportunity would not be possible without the support that you and other members of Congress have shown for the state humanities councils nationwide, including Humanities Tennessee. As the coordinator for this project at **[org name]**, I thank you for helping make this exhibition project possible.

Tennessee Waters is an exhibition tailored to the needs of community-based organizations that wish to bring interesting and informative educational programs to an underserved audience. With *Tennessee Waters* we will share our state history, but the project gives us an opportunity to provide related programs to our communities that illustrate important sources of Tennessee identity—our local history and our natural resources.

[Org name] is hosting *Tennessee Waters* **[opening/closing dates]**. I hope that your schedule will allow you to visit the exhibit in our community. We will be hosting a public discussion, “**title**,” led by **[scholar name]** on **[date/time]**. I will send personal invitations and keep you informed of any other events that accompany the exhibition.

I realize that this project is made possible through congressional appropriations to Humanities Tennessee, via the National Endowment for the Humanities. I want you to know how grateful we are for the opportunity that you’ve helped make possible for us.

Sincerely,

[name, title]