

Template

First Letter from State Humanities Council to Congressional Member (sent once itinerary is confirmed)

(Date)

(Congressional Member)

(Address)

(City, State)

Dear (Name):

During this year, (#) (state) cultural institutions in remote areas of our state will have the rare opportunity to host a traveling exhibition from the Smithsonian Institution. The exhibition, (exhibition name), along with an array of attendant educational programs is organized and presented by (state humanities council) here in (state). This opportunity is afforded via Museum on Main Street, a partnership between the Smithsonian Institution Traveling Exhibition Service and state humanities councils nationwide. Museum on Main Street is the only means by which rural museums can host Smithsonian exhibitions and simultaneously generate locally-conceived and locally-directed public events.

I'm writing today to alert you to the upcoming Smithsonian tour, to call your attention to the need for high-quality cultural resources among rural communities, and to thank you for your part in supporting Museum on Main Street, which is funded by federal appropriations to the Smithsonian Institution and to state humanities councils through the National Endowment for the Humanities.

I am enclosing the itinerary for (exhibition name). Over the coming year you may hear additional news and stories from the towns of (list communities) as the Smithsonian tours (state). We welcome your participation at any or all of the venues, and thank you once again for your attention to the acute cultural and educational needs of our rural communities.

Sincerely,

(Executive Director, state humanities council)