



Letters to the Editor Worksheet

This worksheet was created by Matt Erdos (Advocacy Lead, PIH Engage Boston University) and adapted by the National Team. Thanks, Matt!

A *Letter to the Editor (LTE)* is a letter sent to a publication about issues of concern from its readers. Letters to the editor are typically 150 words (that's short!) and have a single main point and single author (you, not PIH). A letter to the editor should be positive and current to hook in readers, while focusing on a clear and concise message about a problem.

Let's practice!

What is the publication in which you are looking to get published? (Ex. The Daily Free Press, BU Today, Boston Globe, etc.)

What are the publication's rules for submitting Letters to the Editor? (Hint: Use Google!)

What is the problem you would like to discuss? (Ex. Cuts to Global AIDS funding under the Obama administration has scaled back progress towards ending HIV/AIDS)

What is the solution? (Ex. Increase PEPFAR funding by \$300 million)

What needs to happen to reach this solution? (Ex. President Obama needs to increase funding in his upcoming budget proposal)

Why is it relevant/what is the hook? (Ex. President Obama can establish a legacy of his own and set a precedent for the next president)

Can you explain this in 100-300 words? (Practice on the back of this page!)