**Template ESSA funding request letter to principal, superintendent, title coordinator, or other key stakeholders**

Customize this letter by updating the highlighted items below with the appropriate information for your ESSA funding request. Use the messages you prepared in the [ESSA brainstorming worksheet](http://www.shapeamerica.org/advocacy/ESSA_Funding.aspx) to provide the specific details of your request.

Dear Name:

Now that health education and physical education have been elevated in the *Every Student Succeeds Act* (ESSA) as part of a student’s well-rounded education, I’m excited about the opportunities that we have in state/school district to prepare our students to be healthy and active for a lifetime. Since these subjects are now eligible for federal education funding under Titles I, II and IV of ESSA, I’d welcome the opportunity to discuss my ideas with you about how our state/school district can foster a supportive learning environment and improve student success.

In March, Congress appropriated $1.1 billion for Title IV, Part A of ESSA for the upcoming school year, which supports a well-rounded education, safe and healthy students programs, and technology. Both health and physical education are specifically identified as priorities within this new state block grant. This is a significant increase over the mere $400 million that was allocated for FY17, making this a huge opportunity for our district and students!

This is very exciting news for school districtas it is estimated that we will receive $X (request your Title IVA allocation from the [SHAPE America website](http://www.shapeamerica.org/advocacy/ESSA_Funding.aspx)) for the 2018-19 school year. With this significant increase in funding, it’s critical that our health and/or physical education program(s) has/have access to a portion of this allocation.

Many states are measuring chronic absenteeism as part of their state accountability plans and putting a priority on social and emotional learning for students. Research has shown that participating in physical activity and physical education reduces discipline referrals and improves student attendance, test scores, behavior, and motivation to learn.

Evidence also shows that skills-based health education reduces student participation in behaviors such as smoking, heavy drinking, school misbehavior and violence. It also develops a student’s ability to manage stress, incidents of bullying, and peer pressure. (Include any specifics from question 3 of the [ESSA Brainstorming Worksheet](http://www.shapeamerica.org/advocacy/ESSA_Funding.aspx)here.)It’s a no-brainer that we should be supporting our health and physical education programs using our ESSA funding, which has the potential to impact our students for years to come.

Some of my ideas for funding support include: (insert your proposed funding requests from question 1 of the [ESSA Brainstorming Worksheet](http://www.shapeamerica.org/advocacy/ESSA_Funding.aspx) here – give a top-line overview, specifics can be discussed in your meeting).

I would love to discuss these ideas with you further in a meeting at your convenience. I also invite you to visit my gymnasium/classroom and witness my program in action! You’ll be able to get a better understanding of how an effective physical education program and skills-based health education program can benefit all students. I look forward to working with you and other state/school district stakeholders as we work to set our students on the path to lifelong health and academic success.

Sincerely,