

[Letterhead]

*****MEDIA ALERT*****

***[Insert Foundation Name], [Insert Representative/Senator Name]
Meet to Strengthen Public-Philanthropic Collaboration***

WHO: *[Insert foundation name]
[Insert representative/senator name]*

WHEN: *[Insert date]
[Insert time]*

WHERE: *[Insert location/include full street address]*

WHY: As part of the Council on Foundations' District Days 2010, foundations across the country are meeting with members of Congress who are back in their districts during the August congressional recess.

At the meetings, *[Insert foundation name]* will discuss with congressional members and staff ways to strengthen the collective impact of the public and philanthropic sectors in supporting families and communities in need. The meetings also will be an opportunity to highlight key legislative priorities to advance the work of foundations.

CONTACT: *[Insert contact name]
[Insert contact e-mail]
[Insert contact phone]*

For more information about *[insert foundation name]*, visit our website at *[insert foundation website URL]*.

[Insert foundation boilerplate]