August 9, 2018

Dear [Rep./Sen. NAME]:

I am writing today to ask you to nominate me as an Oregon Civic Scholar from [HOUSE/SENATE District ##]. As you know, HB2955 (passed in 2015) calls on every member of the Legislature to name two teachers from their district to participate in professional development programs for civic education.

As a Civic Scholar, I will be able to attend the annual Civics Conference for Teachers on December 1 free of charge, with expenses – including substitute teacher reimbursement – covered. This is a unique learning and networking experience with workshops led by judges, elected officials, master teachers, and other experts. In addition, I will be eligible to participate in follow-up workshops and professional development activities throughout the school year.

I am excited to help students become engaged participants in our democracy. These learning opportunities will increase my skills and knowledge.

Thank you for considering me for this wonderful opportunity. If you are interested in nominating me, please forward my name to Classroom Law Project, office@classroomlaw.org. If you have any questions about the program or the nomination process, please contact Cari Zall, 503.224.4424.

Thank you for your time,

[NAME]

[SCHOOL INFORMATION]