**SAMPLE EMAIL/LETTER TO COMMUNITY GROUPS**

[NOTE: In emails to the media and community groups, attach announcements, flyers and brochures related to *Thinking Money for Kids*. Letters to the media should also include press kits, offer assistance in developing stories and include a library organizational contact.]

Dear [FIRST NAME],

I’m proud to share that [LIBRARY] has been selected to host *Thinking Money for Kids*, a traveling exhibition created by the American Library Association (ALA) in partnership with the FINRA Investor Education Foundation.

Thinking Money for Kids is a new multimedia experience for children ages 7 to 11, as well as their parents, caregivers and educators. The interactive exhibit uses games, activities and a fun storyline to help children understand what money is, its function in society, money choices, and money values, such as fairness, responsibility and charitableness.

[COMMUNITY] was chosen to host the exhibition through a competitive application process; we are one of just 50 sites nationwide that will host the exhibit. (Nearly 130 public libraries applied.)

As part of the award, we received an allowance to host a series of public programs. These will include [PROGRAM EXAMPLES].

I would love to discuss ways that [ORGANIZATION] might partner with us for one of these events. I hope you can join me at the library for an informal meeting of community leaders at [DAY, TIME] to discuss the possibilities.

We are thrilled about this opportunity and are eager to discuss ways to work together. If you have any questions or feedback, please do not hesitate to contact me at [EMAIL] or [PHONE].

Many thanks for your ongoing commitment to our community!

Best,

[NAME]

[TITLE]