**Requesting a Proclamation**

**From a mayor, county commissioner or other local politician**

Sending a request from a politician can often be done directly on their website. They will have a form for you to fill out and submit online. You can use information on the following sample cover letter and proclamation to fill out the online form.

If an online form is not available, you can use the sample cover letter and proclamation submit a request by mail or in person.

January, after the winter holidays, is a good time to submit a request. You can follow-up with a call to their office about two weeks the submission.

If possible, tell them that you would like to pick up the Proclamation in person. That will give you an opportunity to have a picture taken, that can be posted on your county’s website, school websites, FAEA’s website, as well as on the politician’s website.

**Sample Cover Letter**

**Date**

**Address, phone, fax, email, etc.**

**Dear (ENTER OFFICIAL’S NAME):**

On behalf of The (ENTER COUNTY) Art Education Association and those who advocate for art education to all elementary, middle and secondary students, please consider writing a proclamation recognizing March as Youth Art Month in (ENTER YOUR COUNTY, CITY OR TOWN.)

Youth Art Month is an annual celebration supported through the Council for Art Education to emphasize the value of art education for all children and to encourage support for quality school art programs. It provides a forum for acknowledging skills that are fostered through experience in the visual arts that are not possible in other subjects in the curriculum.

 While Youth Art Month supports many purposes, it exists primarily to

* Direct attention to the value of art education
* Encourage commitment to the arts by students, community organizations, and individuals
* Increase community understanding and interest in art and art education through involvement in art exhibits, workshops, and other creative ventures
* Increase community, business and governmental support for art education
* Recognize art education as a viable component in the total education curricula that develops citizens of a global society
* Reflect and demonstrate the goals of the National Art Education Association that work toward the improvement of art education at all levels

A variety of activities across the country at the local and state level support Youth Art Month, including a student flag design program supporting the annual theme. The winning design for the state is made into a flag, and the flag is displayed and recognized at the National Art Education Association Conference in March.

Please join us in our efforts to spotlight art education by issuing a Proclamation recognizing March as Youth Art Month. By making Youth Art Month an official celebration in (ENTER COUNTY, CITY OR TOWN), you will be joining other (ENTER Mayors, or Cities) committed to the same effort.

I’ve enclosed additional information and a sample proclamation. I am happy to assist with any additional information you may require.

Thank you for your time and consideration and I look forward to hearing from your office in the near future.

Sincerely

(ENTER Contact’s Name, Address, Email, Phone)

**Sample Proclamation**

WHEREAS: The study of art leads to a fuller, more meaningful life; and

WHEREAS: Art education provides substantial educational benefits to all elementary, middle and secondary students; and

WHEREAS: Art education develops students’ creative potential and improves problem-solving and critical thinking skills by reinforcing and bringing to life what students learn in other subjects; and

WHEREAS: Art education teaches sensitivity to beauty, order and other expressive qualities, and also gives students a deeper understanding of multi-cultural values and beliefs; and

WHEREAS: Art education advances student mastery in art production, art history, art criticism and aesthetics; and

WHEREAS: Our national leaders have acknowledged the necessity of including art s experiences in all students’ education; and

WHEREAS: The National Art Education Association, in conjunction with the Florida Art Education Association and (ENTER COUNTY) Art Education Association, strives to improve the well being of our communities by upgrading visual awareness of the cultural strengths of (ENTER COUNTY CITY OR TOWN) and the United States as a whole; and

WHEREAS: The residents of (ENTER COUNTY, CITY OR TOWN) have joined the National Art Education Association, the Florida Art Education Association and the (ENTER COUNTY) Art Education Association in supporting the youth of our community in their intellectual development through artistic endeavors, and offering support to our committed art teachers

NOW, THEREFORE, I, (ENTER NAME OF OFFICIAL), (ENTER TITLE OF OFFICIAL) OF (ENTER COUNTY,CITY OR TOWN), do hereby proclaim March 2016 as YOUTH ART MONTH. All residents are urged to give their full support to quality school arts programs for our youth.

Dated this (ENTER DATE)