



Posters-at-the-Capitol
Frankfort, Kentucky
February X, 200X

November X, 200X

STUDENT NAME
INSTITUTION
ADDRESS
ADDRESS

Dear FNAME:

Congratulations! On behalf of the organizing committee, I am pleased to inform you that your abstract has been selected for participation in *Posters-at-the-Capitol* in Frankfort on February X, 200X. You have an outstanding project for which both you and your faculty mentor are to be commended.

Posters-at-the-Capitol is being hosted by representatives from Kentucky's eight public universities to ensure that members of Kentucky's House and Senate, as well as the Governor, understand the importance of scholarly, research, and creative experiences to our students' educations, to our academic programs, and to the Commonwealth of Kentucky. Having students talk to their representatives about their projects is extremely effective in helping legislators understand the importance of these educational opportunities. We are pleased that you will be helping deliver this message to Frankfort.

We ask that you send letters to those Kentucky House and Senate members that represent your home district (the letters should go to your state House and Senate members, not your federal House and Senate members). If your hometown is outside of Kentucky, please contact the Kentucky House and Senate members who represent your university's district. Please invite your representatives to the afternoon poster session and the accompanying reception and ask to meet with them in their offices earlier in the day. A sample letter is enclosed. Please feel free to personalize this letter in any way you think appropriate.

To assist you in preparing for participation in *Posters-at-the-Capitol*, additional information is provided in the accompanying materials. Should you have any questions or should a problem arise, please contact me at 270-809-3192 or by email at jody.cofer@murraystate.edu.

Again, let me congratulate you on being selected to participate in *Posters-at-the-Capitol*. I look forward to seeing you in Frankfort at what will be a very positive and visible event for higher education in Kentucky.

Sincerely,

John Mateja

John Mateja, Chair

Poster-at-the-Capitol Organizing Committee