



GUIDELINES FOR WRITING A LETTER TO THE EDITOR

One letter to the editor in a local newspaper can exponentially multiply the power of an individual's voice. The Letter to the Editor Section is one of the most widely read sections of the newspaper and can reach a large audience. It allows community members to comment on the way issues are being addressed in the media and to influence the topics the local paper may choose to cover. Elected officials often monitor this section of the newspaper and take notice of constituents' opinions.

Quick Tips on Writing an Effective Letter to the Editor

1. Consider following the FrameWorks Institute's recommendations for crafting an effective message. The example letter follows this style.
2. Make it personal, make it local – tell a story about yourself or someone you know who lives in the area covered by the newspaper you're writing to. Mention a local school, center or program.
3. Keep it brief – 250 words is the absolute limit. Make one point and make it well. The shortest letters are the ones most likely to be printed—and read.
4. Speak in your own voice. Use everyday language, not insider policy words. Even editors ask that you speak to them as if they're 8th graders.
5. Never use attachments. Write in the body of an e-mail or use an online form.
6. In addition to the list of major papers provided, consider submitting your letter to your communities' weekly and/or biweekly newspapers.
7. Send your letter to your legislators, the governor and the lieutenant governor.

If You Get Published...

SHARE the news! It inspires people to use their voices as well. Email or send a copy of your letter or op-ed to the Kids Are Priority One Coalition's Communications Coordinator: Melissa.Riegel-Garrett@vaeyc.org We will post it on the Kids Are Priority One web site.

Letter to the Editor Submission Guidelines

Barre-Montpelier Times Argus

Follow this link and fill out the form. Letters to the Editor must go through their website. You should be able to copy and paste your text into the box rather than retyping it.

<http://www.timesargus.com/apps/pbcs.dll/section?category=OPINION03>



Barton Chronicle

Send an email to the following address. Please be sure to include your name, address and a telephone number where you can be reached during the day.

news@bartonchronicle.com

Bennington Banner

Send an email to the following address. Please be sure to include your name, address and a telephone number where you can be reached during the day.

news@benningtonbanner.com

Brattleboro Reformer

Send an email to the following address. Please be sure to include your name, address and a telephone number where you can be reached during the day.

news@reformer.com

Burlington Free Press

Send an email to the following address. Please be sure to include your name, address and a telephone number where you can be reached during the day.

letters@bfp.burlingtonfreepress.com

Caledonian Record

Follow this link and fill out the form. Letters to the Editor must go through their website. You should be able to copy and paste your text into the box rather than retyping it.

<http://caledonianrecord.com/Formlayout.asp?formcall=userform&form=4>

Rutland Herald

Follow this link and fill out the form. Letters to the Editor must go through their website. You should be able to copy and paste your text into the box rather than retyping it.

<http://www.rutlandherald.com/apps/pbcs.dll/section?category=SERVICES07>