[INSERT DATE]

[INSERT MP NAME]

House of Commons

London

SW1A 0AA

Dear [INSERT MP NAME]

**URGENT: Please, please, for the love of your constituents help us!**

[INSERT brief introduction about who you are and why you’re writing]

We serve [INSERT brief description of who you serve, the work you do] people in [INSERT your MP constituency] and the surrounding area.

We’re doing everything we can to maintain critical services and respond to growing need in our community during the coronavirus crisis. However, like most other charities in your constituency, we’re on the verge of going bust over the coming weeks and months – which means we will not be able to do our work serving your constituents and our community.

[INSERT example of a typical beneficiary story]

[PLEASE TELL YOUR STORY – in emotional terms – don’t mince words. Include for example:

* What is happening to your beneficiaries/services now as a result of the crisis – even if it isn’t directly health-related – we need all stories! Who is dying? Homeless? Starving? At risk of suicide? At risk of homelessness or losing their battle with addictions for example? Don’t be afraid to shock – use stories and data if you have it
* What kinds of impossible decisions you’re having to take to try to keep serving them during this crisis – like cutting the befriending service because you’ve had to lay off staff or animals starving because you can’t afford to pay for food, etc.
* How long your charity expects to be around (days, weeks?)
* What that will mean for both the people/cause you serve and how that will in turn hurt people in the constituency – what will happen to them?
* What help you need now to keep services going and people from suffering]

Without a massive pot of financial help from national government, our charity and others like us will go bust at short notice in the coming days and weeks. People will suffer as a result. Your story could help convince the Chancellor Rishi Sunak and the rest of government to understand that charities are not a luxury – that the lives we save and the causes we serve are absolutely vital. Please, please help us by writing to the Chancellor today and asking him to immediately put in place financial help that will save lives.

[Insert concluding paragraph with your contact number, inviting MP to ring you urgently if they want more information about your local circumstances]

Yours in hope

[INSERT SIGNATURE]

[INSERT your name, or name of CEO or Chair, etc]