

Sample letter for contacting members of Congress:

Subject: Constituents Urge Immediate Release of FY25 Title III ESSA Funds

Dear [Senator/Representative] [Last Name],

As your constituents and advocates for equitable public education, we are writing to urgently request your intervention to ensure the **immediate release of Fiscal Year 2025 Title III funds** under the **Every Student Succeeds Act (ESSA)**. These funds are essential for English Learners (ELs), immigrant students, and the educators and schools that serve them in our community and across the country.

Although Congress appropriated **\$890 million for Title III – English Language Acquisition**, the U.S. Department of Education has not yet [allocated](#) these funds to the states. Previously, the department sent out preliminary allocations to states and shared this information with Congress in May. Awards are then made on July 1. Early notification of these awards is critical to states for planning purposes. This delay is already harming state and local efforts to:

- Provide **language instruction programs** and targeted academic support
- Offer critical **professional development** for teachers of English Learners
- Ensure proper **planning, staffing, and budgeting** for the 2025–26 school year

More than **5.3 million English Learners**—over **10% of our nation’s K–12 students**—depend on Title III-funded programs to acquire English proficiency and meet challenging academic standards. Without immediate action, school districts face contract cancellations, staffing disruptions, and gaps in services that will directly impact student learning and opportunity.

We are calling on you to:

1. **Urge the U.S. Department of Education** to release FY25 Title III funds no later than **July 1, 2025**
2. **Publicly support the timely disbursement** of these essential funds
3. **Hold the Department accountable** to deliver what Congress has already approved and appropriated

These are not just budget line items—they are essential supports for our students, families, and educators. Delays in funding are unacceptable and risk widening equity gaps in our schools.

We respectfully ask you to act now on behalf of the English Learners in your district and across the country.

Sincerely,

[Name]

[Address or ZIP code]

[School/Organization, if applicable]

[Signature]

Sample email and call scripts for contacting members of Congress:

House and Senate Call Script:

I'm calling from XXX town/state to urge Rep./Sen. XXX to take immediate action to direct the U.S. Department of Education to allocate the Title III funding enacted of \$890 million to states for FY25. States have still not received FY25 funding allocations for Title III. These funds aim to ensure that English Learners become proficient in English. The delay of funding is causing states and school districts to terminate contracts and staff lay-offs severely impacting the planning process and budgeting serving English Learners across our country.

Our states need reliable, stable, and timely federal funding to continue to provide support and services to English learners to attain proficiency and develop high levels of academic achievement in English.

Please ask Rep./Sen. XXX to commit to protecting this critical funding for our English Learners.

House and Senate Email Script:

I am writing to urge Rep./Sen. XXX to help us maintain our FY25 federal funding for Title III, English Language Acquisition and for the maintenance of Title III for FY26 federal funding for English Learners to attain proficiency and develop high levels of academic achievement in English. I am XXX (educator/administrator/paraprofessional) in XXX town/state serving English Learners.

I'm writing to urge Rep./Sen. XXX to direct the U.S. Department of Education to allocate the funding appropriated by Congress for FY25. On June 3, 2025, Secretary McMahon conveyed during the Senate Committee that the allocations would be released. However, our states have not received any Title III funds as of today. The delay of funding is causing states and school districts to terminate contracts and staff lay-offs severely impacting the planning process and budgeting serving English Learners across our country.

Our students need reliable, stable, and timely federal funding to continue to provide safety, support and services to attain proficiency and develop high levels of academic achievement in English.

I urge you to ensure that FY25 Title III English Language Acquisition Funds are allocated as Congress intended and that Title III grants receive at least level funding in FY26.

How to Contact Members of Congress

- Bill Cassidy, M.D., Chair Committee on Health, Education, Labor, and Pensions
- Bernie Sanders, Ranking Member Committee on Health, Education, Labor, and Pensions
- Tim Walberg, Chairman, Committee on Education and the Workforce
- Patty Murray Vice Chair Committee on Appropriations
- Robert C. Scott, Ranking Member Committee on Education and the Workforce
- Susan Collins Chair Committee on Appropriations
- Tom Cole Chairman Committee on Appropriations
- Rosa DeLauro Ranking Member Committee on Appropriations
- Shelley Moore Capito Chair Committee on Labor, Health and Human Services, Education, and Related Services
- Tammy Baldwin Ranking Member Committee on Labor, Health and Human Services, Education, and Related Services
- Robert Aderholt Chairman Committee on Labor, Health and Human Services, Education, and Related Services

How to the Office of Management and Budget

Office of Management and Budget

Murray Bessette Murray.Bessette@ed.gov

Nicholas Kent - Under Secretary of Education nicholas.kent@ed.gov

How to the Department of Education

Department of Education

Linda McMahon, Secretary of Education Linda.McMahon@ed.gov

Rachel Oglesby, Chief of Staff Rachel.Oglesby@ed.gov

Hayley Sanon, Principal Deputy Assistant Secretary, Office of Elementary and Secondary Education Hayley.Sanon@ed.gov

Sarah Wilson, Deputy Assistant Secretary, Office of Elementary and Secondary Education Sarah.Wilson@ed.gov