



CHD Awareness Week Proclamation Guide:

What Is the Purpose of a Proclamation? A proclamation is a document that dedicates a day, week, or month, in the City and/or State in which the proclamation is issued, to publicly recognize an initiative or observance. Proclamations are issued by federal officials, governors, state legislators, mayors, or other government officials at the local level.

Why Write a Proclamation? Proclamations give the opportunity to share with community members about an issue/cause that matters. A proclamation can influence change, awareness, and advocacy opportunities at the local, state, and federal levels.

How Do I Write and Submit a Proclamation?

- Using the template CHD Tablet Talk Foundation created below, make the designated edits (red highlights) for your city or state to write your proclamation request. You can also include your CHD story/connection to CHD in the opening paragraph of the letter if you choose.
- Contact your Mayor, Governor, or other government official's office to learn how they receive and process proclamation requests, and how much lead time they require (many require at least 6 weeks, so be sure to plan ahead!). Many officials have emails listed online that you can reach out to. Some states/cities also have a designated spot on the website to submit proclamation requests. If you Google "(STATE/CITY) state/city proclamation request", it should come up if there is one. If you live in a state where requests are able to be submitted online, you may only need Page 3 of this document.
- One thing that you will notice in the sample letter is the request to receive a finalized signed proclamation/resolution. This can either come via mail, e-mail, or you could request to meet in person with the official for the signing of the proclamation and a photo opportunity.

Stay Connected: Let us know if your proclamation is approved so we are able to share the great news! You can also share the photo on your social media outlets to help spread CHD Awareness and tag us – @chdtablettalk. Always remember, **YOUR VOICE MATTERS AND MAKES A DIFFERENCE!**

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Congenital Heart Disease Awareness Week

Dear, **GOVERNOR/MAYOR/GOVERNMENT OFFICIAL,**

As an individual/family member of someone with congenital heart disease (CHD) which is the most prevalent birth defect in the United States, affecting one in every 100 births, I'm writing to ask that you declare **February 7-14, 20__** as *Congenital Heart Disease Awareness Week* in **STATE/CITY**. Below is a draft proclamation for your consideration.

I'm a resident of **STATE/CITY** and I'm honored to have the opportunity to share information with you about CHD. There is no cure for CHD; it's a lifelong disease that requires ongoing specialized care. CHD affects 1 in 100 births each year, and 25% of those children will require at least one heart operation to survive. While the cause of CHD is often unknown, we now live in a world where 85% of people born with CHD live to the age of 18 thanks to the advancement of science and medicine!

As someone who has directly seen the effects that CHD can have on an individual and on a family, it is so important to me to work with public elected officials to pass proclamations and resolutions to raise awareness for CHD! By making February 7-14th *Congenital Heart Disease Awareness Week* in **CITY/STATE**, you have the ability to recognize the 2+ million Americans living with congenital heart defects, remember loved ones who lost their battle to CHD, and honor the dedicated health professionals who work with our families.

If possible, I would be honored to receive the finalized proclamation or resolution recognizing *Congenital Heart Disease Awareness Week*. Your leadership and participation in this event will have a profound impact on thousands of patients and families. I thank you for your time and consideration.

Respectfully,

NAME

ADDRESS

PHONE NUMBER

E-MAIL

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PROCLAMATION/RESOLUTION

CONGENITAL HEART DISEASE AWARENESS WEEK FEBRUARY 7-14, 20__

WHEREAS, congenital heart disease (CHD) is the most prevalent birth defect in the United States, affecting one in every 100 births; and

WHEREAS, CHD has been identified as the leading cause of birth defect-related deaths; and

WHEREAS, 25% of those children will need at least one heart operation to survive; and

WHEREAS, there is no known cure for CHD, as it is a lifelong disease that requires ongoing specialized care; and

WHEREAS, the health and well-being of congenital heart patients is of paramount importance; and

WHEREAS, medical research can provide more identifiable means of the origins and symptoms of CHD; and

WHEREAS, it is crucial that individuals planning a family, obstetric physicians, pediatricians, and all those in the medical field have a greater understanding of the potential for CHD; and

WHEREAS, Congenital Heart Disease Awareness Week provides the opportunity for patients and families affected by CHD to share their experiences and knowledge so that the general public may be aware of how this defect affects our lives; and

*THEREFORE, I, **OFFICIAL'S NAME**, do hereby proclaim February 7-14, 20__, “Congenital Heart Disease Awareness Week in **STATE/CITY**, and encourage everyone to learn more about CHD and its effects on our friends, family, and community.*

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