Dear [NAME],

We invite you to join the [NAME OF CITY] Safe Routes to School task force.

Our community is undertaking efforts to create safe, convenient, and fun opportunities for children to bicycle and walk to and from schools. Your participation is essential to the success of our program. We would be honored if you would join other key community members on this task force – your experience and expertise would assist us in making our community better for children.

What is Safe Routes to School? At the local level, Safe Routes to School practitioners run education and encouragement programs with families and schools and work to have strong municipal and school district policies to support safe walking and bicycling.  Being able to walk or bicycle to school along safe routes offers an opportunity to build healthful physical activity into daily routines, so that children can arrive at school ready to learn. Safe Routes to School programs are effective in creating a greater demand for walking and biking to and from school, improving safety, and supporting public health.

Why are we working on Safe Routes to School? Here are some of the reasons:

* Sedentary lifestyles and poor eating habits are major contributors to the current obesity epidemic with one in every three children obese. [Insert local statistics if available.]Walking and bicycling to school are low cost ways for students and their families to integrate physical activity into their daily lives.
* In 2009, school travel by private family vehicle for students in grades K-12 accounted for 10 to 14 percent of all automobile trips made during morning rush hour nationally. Safe Routes to School provides opportunities to get to and from school safely without relying on driving.
* Motor vehicle injuries are a leading cause of death among children in the United States. But many of these deaths can be prevented. [Insert local statistics if available.] Safe Routes to School has been shown to improve safety for children walking and bicycling and can improve safety for all community members.

What is the Safe Routes to School task force? The task force is a key part of a thriving Safe Routes to School program.That task force is a group of community stakeholders and decision makers who will make decisions that guide implementation of the community's Safe Routes to School program. The [CITY] Safe Routes to School Task Force will meet [FREQUENCY -- QUARTERLY, EVERY OTHER MONTH]. The task force will provide direction for and coordinate citywide Safe Routes to School initiatives that will include:

* [INSERT OBJECTIVES AND RESPONSIBILITIES]

We invite you to join us at our first task force meeting to learn more about the Safe Routes to School program and task force membership.

**City of [NAME] Safe Routes to School Task Force Meeting**

**[DATE] from [TIME] to [TIME]**

**[LOCATION]**

Please RSVP by [INSERT CONTACT METHOD AND DETAILS HERE].

Sincerely,

[NAME, TITLE]

[ORGANIZATION]