Date

Dear Senator/Delegate (Last Name),

I am a constituent and writing to you because it is time for the General Assembly to address the workforce issues for community-based brain injury providers. A $985,000 increase is needed in FY 25 for workforce retention to ensure quality accessible services for people living with brain injuries.

The reason I care about this is because… (this is where you tell your story…tell them why you care. Describe a program you attend or a service you get and how it helps you. If you are writing from an area where programs have wait lists, or where there are no services available, explain how those services could make a difference in your life).

State-contracted brain injury providers continue to report high attrition and difficulty filling open positions because of non-competitive salaries and benefits. When staff cannot be retained or hired due to low salaries, delivery of programs and services are impeded, which leads to the inability to meet client needs. Critical services can go unmet or are delayed.

● Starting salaries for brain injury case managers and Clubhouse staff are generally 10% to up to 20% less than starting salaries for similar positions in our DD and Behavioral Health safety net service systems.

● Community Service Board (CSB) employees get regular cost of living raises in the state budget to coincide with state employees, but our workforce does not.

● State brain injury providers have received workforce retention increases in only 3 of the last 20 years, resulting in more than a 30% turnover rate this year.

Thank you for taking a moment to consider my comments. If you have any questions or would like more information about the points I have raised, feel free to contact the Brain Injury Association of Virginia at [info@biav.net](mailto:info@biav.net).

Sincerely,

Your Name