

INVEST FOR CHANGE



Template for initial university engagement

When starting the campaign, you might want to make initial contact with whoever has operational responsibility for investments, or responsible investment work, at the university.

This will typically be the Finance Director, or it could be someone in the Sustainability/Environmental team. Ask your students' union for support in seeking out the correct member of university staff.

Personalise the message:

- ✿ What information do you want to find out? What is your ultimate aim? Make sure you ask direct questions that you can get tangible answers to.
- ✿ Who are you writing to? Do you know anything about their stance on responsible investment? Think about building a positive relationship to base engagement on.
- ✿ What do you already know/can find out before? Put as much of this in to show you have done some research!

Template email:

Dear <Name of Finance Director, Sustainability Manager or similar>,

I am <insert name and (if applicable) group/role>.

I am / We are writing to ask if there is any ongoing work at the university regarding responsible investment?

Rewrite question as appropriate to your aim. If there has been any previous progress at the university (e.g. a divestment decision) then consider mentioning here, e.g. following the University's important decision to divest from fossil fuels by 2025...

Students Organising for Sustainability UK (SOS-UK) are running a campaign called Invest for Change which looks at how universities can use their investments to have a positive impact for environmental and social justice. They have developed resources to support students and universities, such as the universities guide to Invest for Change, which is available online [here](#).

I was / We were pleased to see that the university has committed to <insert commitment>.

Would you be able to answer a few questions for me relating to the university's investments?

<Insert question/s>

Example questions:

- ✿ Do you have a list of current holding that you could share with me?
- ✿ What is the best way for a student to make representations regarding the university's investment policy and governance?
- ✿ How does the university specifically make sure that *<insert commitment>*?

If you were open to having further discussions around the university's current investment practices, and any work on responsible investment, it would be great if we could set up a meeting.

(If needed) If there is someone more appropriate to respond to this email, please forward this on to them.

Thank you for your time and *//we* look forward to hearing from you.

Best wishes,

<Your name>