

## Creating a Support Letter

God has already chosen a support team just for you. Your job is to make your need known. You can create a sponsor letter to welcome friends, family and acquaintances on board this mission. You will provide the hands and heart of Jesus on behalf of your support team. Do not cheat others out of the opportunity to serve because you are afraid to ask for support.

The main purpose of the support letter is to raise your prayer and financial support, but it is also to teach you to lean on God and others. As God provides for your needs through this letter, your call is confirmed in the support of the donors who believe in you.

After your team leader and appointed church members review your letter, it can be printed on church stationery.

### Ten letter-writing guidelines

1. Be yourself. Your letter should reflect your voice. Tell your future support folk why you are excited about this trip and what you hope to learn.
2. Remember to mention God who is sending you. Feel free to share a Bible verse that has special meaning for you in this call.
3. Remain humble. Do not underline things in your letter or use boldface and multiple exclamation points. There is no need to lecture or preach. God will speak to people's hearts.
4. Include the dollar amount of your financial need. For example: The trip costs \$1000 per participant.
5. Add specific prayer requests. Rather than a general request for prayer, share a particular fear or concern.
6. You are God's ambassador and your parents' pride and joy. Do your best writing. Run the spell checker and ask a friend, parent, or teacher to read the letter to catch grammatical errors.
7. Be sure to include instructions on how to make the check payable and where to send the donation, including the street address, state and zip code. They should put your name on the "memo line" of the check. Include a deadline for sending the donation.
8. Include your name, address, telephone number, and e-mail address in case someone wants more information.
9. Include an advance thank you and offer a blessing for the letter's recipient.
10. Promise to send an update. You may choose to send a postcard or e-mail from the job site.

