

December 13, 2009

Dear Romania Mission Team,

Partner Letters... This is the first of several ways in which you will communicate your plans to serve cross-culturally. None of us can expect success without having people supporting our project through prayer and donations. It is very important that each of us communicate well.

Here are some general guidelines about partner letters:

- First of all, this letter must be personal, creative, and genuine. Your letter should start in a way that gets attention. Additionally, make the letter look interesting by using formatting techniques, pictures, whatever it takes.
- You need to let people know why you personally want to be a part of this project. There are team goals and personal goals that should illustrate how this is not a summer excursion or trip, but rather a special opportunity to serve.
- You should briefly explain some of what we will be doing. Some possible points include: teaching English in the morning, VBS in the afternoon, and church programs in the evening. Information about the location is also helpful.
- Make a clear and specific request for their support. Explain why it is important that they partner with you. The emphasis should be on relationship and prayer rather than money.
- Money... People understand that these projects cost money. All you need to do is be brief, respectful, and to the point. Example: *"The cost for me to go on this mission project team is \$2300, and we have already begun fundraising as a team. Any financial support you give would be greatly appreciated. If you are interested in supporting me please write a check to FBC and send it to the church with the enclosed envelop."* If you have questions or concerns about this, please contact me.
- Be sure to include details such as organizations (FBC Uth, Gateway Teams – NAB) and dates (June 15 – July 1).

Turn in a first draft of your letter to me by **January 3**.

Also, you need to think of 20 non-FBC friends and family you can send this letter to. Work with your parents on developing this list. Don't concern yourself with people's financial status. The choice to give is between them and God. You simply need to send letters to people that have an interest in you. Ask yourself, Who would want to know what I am doing? You can go above 20 to include FBC family members. We will be doing special FBC fundraising events.

Regards,



Paul Pankratz
Pastor of Student Ministries – FBC