



Ten Guidelines to writing a support letter:

Your Turn Ministries projects are team efforts. Raising support for your mission trip is a great way to expand your team. It is important to remember that the objective is not just to raise money; it is to allow others to partner with you in this ministry.

If you are part of a group from the same church or community, make the most of your efforts by working together as a team to raise support. As you begin this faith building process, follow these ten guidelines for raising ministry support.

1. PRAY

Thank God for allowing you to join Him in this experience where He is already at work. Pray and trust Him to faithfully provide the needed resources to accomplish His purposes.

2. DETERMINE AVAILABLE RESOURCES

Calculate how much money you will be able to contribute to your project. This can include savings, earned money, tax refunds, gifts, etc. Once you determine how much you are willing to sacrifice for this mission, then you will know the amount you need to raise from supporters.

3. BEGIN WITH YOUR FAMILY & HOME CHURCH

The best place to start looking for supporters is with those who know you best and care about you. Some family members will want to give and usually all of them will want to be informed of your trip. Find out if there are resources available from your church to help cover the cost of the trip.

4. MAKE A LIST OF POTENTIAL DONORS

Talk with your family and friends to develop a list of individuals, groups, churches, and organizations that might be interested in supporting this project. Check with your church regarding their policy about raising money from church members.

5. SEND A LETTER

Write a letter to mail to your list of potential donors. Try to include the following:

- a) Information about the dates, destination, and nature of your medical mission trip.
- b) Why you are going and what the team will be working to accomplish.
- c) The cost of your trip and how they can help.
- d) A request for their partnership through prayerful and financial support.

6. MAKE FOLLOW-UP CONTACTS

You can expect more people to support you if you make a follow-up call or visit. This is a good way for you to personally share with individuals and to invite them to join the team. Your church or other groups may want you to give a brief presentation about your mission.

7. KEEP TRACK OF DONATIONS & MEET THE DEADLINES

Do your best to keep track of who joins your team. Who gave and how much? Who have you contacted? Aim to be a good steward of the investment that people are making in you. Keeping track of your financial status will also help ensure that you meet all the deadlines before your project starts. Contact your YTM project coordinator if you have questions about donations received.

8. THANK THOSE WHO RESPOND

Set a goal to thank donors as soon as you learn that a donation has been received. Acknowledge them with a card, phone call, or both. Express your gratitude for their gift and your enthusiasm for having them on the team. Let them know you consider them as important as if they were going with you. Once again, ask them for their prayers.

9. SERVE GOD ON THE PROJECT

By this time all your support raising will be well worth the effort when you see the people you are able to serve! Try to remember that there are others who are on your team through their prayers and gifts. Think of creative ways you can share your experience with them and thank them when you return home.

10. REPORT BACK TO DONORS AFTER YOU RETURN

Be sure to write a letter telling your supporters about your mission. Thank them again and share some stories and results from your trip. You may want to send along a small gift or a picture from the trip. You may have opportunities to share in your church or other groups. Reporting back is a great way to cast the vision for more people to get involved in short-term missions.

Several resources are available if you would like to learn more about the support raising process, including **People Raising** by William P. Dillon.