



**Park County Senior Coalition**  
**P.O. Box 309**  
**Fairplay, CO 80440**

## Park County Senior Coalition – Letter of Support Guidelines

### **Letters of support should be:**

Unique and written from the point of view of YOU.

Printed on letterhead (if possible) and signed

Addressed "To Whom it May Concern"

Identify yourself with any specific details that impact our funding: Are you homebound, frail, disabled, isolated, high nutritional risk, and able to drive or prepare your own meals.

\*A copy should be sent to the Coalition Office (address above) so that it may be kept on file and used for multiple requests.

### **Suggested Topics/Format:**

Use words that convey enthusiasm to state support for the program –

Examples:

"I am pleased to support senior services offered in Park County."

"The Rural Area Meals Program has my enthusiastic support."

Body Paragraphs (1-3 paragraphs, or more as necessary)

Examples of how this program makes a difference to you and those you know are more helpful than a stand-alone statement of "It's a great program"

What is your association with this program?: have you been a meal recipient for 6 months or 5 years? Do you receive only meals, or other services as well. Do you have a positive relationship with the Coalition staff or volunteers?

A statement of why this program needs to be maintained. What would a loss of this program mean to you?

*Thank you for your help getting program funding and resources!*