

City of Alexandria, Virginia
DEPARTMENT OF HUMAN SERVICES
Community Services Program
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October 2008

Dear Friend:

Please reach out to the neediest in our community in these especially hard times and join us in the **Holiday Sharing Program** to **Sponsor a Family, Sponsor a Senior Citizen, Sponsor a Foster Child, and Sponsor a Teen**. You can help with your TIME by volunteering or with your RESOURCES by donating gifts. Enclosed is a form that lists how groups and individuals of all ages can help. Please note *the suggested level of support is approximately \$100 per person or family member*.

Sponsor a Family and Sponsor a Senior Citizen: Provide gifts for a family or senior citizen/disabled individual. You receive a Christmas wish list and provide new, unused gifts and a grocery gift card.

Sponsor a Foster Child: Provide new, unused gifts for a child in foster care. You receive the child's age, wish list, and clothing sizes.

Gifts for families and seniors are to be delivered to the Department of Human Services on TUESDAY, December 16, from 5 to 7:30 pm OR WEDNESDAY, December 17, from 9 am to noon. Or you can deliver the gifts directly to the recipient's home between December 15 and December 21. Gifts for foster children MUST be delivered to DHS.

Sponsor a Teen: Provide **gift cards only** for teenagers, ages 13 to 18, who are in foster care or members of low income families. Teens are frequently neglected in favor of younger family members. Suggested stores are Old Navy, Best Buy, Target, Walmart, or mall certificates for Landmark, Potomac Yard, or Pentagon City. **PLEASE PURCHASE the CERTIFICATES and MAIL or DROP OFF at DHS/ 2525 Mount Vernon Avenue, Alexandria, VA 22301 (attention: Holiday Sharing Program) ahead of time, at least by December 9.**

Volunteer to staff Family Registration at DHS and enter Wish List information into our database. Shifts available on **Thursday, October 23, 8:30 am to 7:30 pm, and Friday, October 24, 8:30 am to 4 pm.**

Volunteer to sort and distribute gift bundles at DHS and give out gifts to families. Shifts available on **Tuesday, December 16, 8:30 am to 7:30 pm, and Wednesday, December 17, 8:30 am to 7:30 pm.** May involve lifting and loading bags into cars. Volunteers with vans or trucks are needed to deliver gifts to homes on **Thursday, December 18.**

Please help our neighbors enjoy the holidays. Return the enclosed form by MAIL or FAX **by November 11 or as soon as possible** after you receive this letter. The fax number and address are on the form. And please share the information and photocopy the form for others who also want to help. You will be contacted by mail with specific information about a family and/or to confirm your volunteer time. The value of all contributions is tax-deductible to the full extent of the law. Please feel free to call me with your questions and concerns. And do call **if you have not heard back from us by December 5**. Thanks for supporting our Alexandria neighbors in the best spirit of the holidays.

Sincerely,

Suzanne S. Kratzok

Coordinator/Community Resources

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Sharon Crampton, Patty Moran

& Christine Coussens

Holiday Sharing Committee Members

