# Thanks so much for your servant heart and the willingness to serve!!!



## **Sponsor Process:**

#### Step one:

-Contact RAPP to let us know you'll be sharing with a family this year. You can reach Katie McDaniel, Program Coordinator at 336-703-3744, or by email at <u>mcdanike@forsyth.cc</u>

-The coordinator then mails or e-mails the family's wish list to you within two days.

#### Step two:

-The sponsor group then purchases items *you wish to share* or give to the family. Families understand there is *no commitment* they'll receive every wish on their list.

-Wrap all items, place name tags on each item.

#### **Step three:**

Holiday donations must be received by Thursday, December 12th at 5:00pm. Deliver items to the Forsyth County Department of Social Services by scheduled Appointments. Deliveries require a <u>scheduled</u> date/time to assure availability. Group drop offs are set by the group's needs & <u>pre-arranged</u> with the coordinator.

We respectfully request to know up front, when a group is unable to deliver gifts to us at drop off.

#### Step four:

RAPP staff delivers items to all families no later than Thursday, 12/19/2010 at 5:00pm.

### Project Close:

Formal thank you's from RAPP will be sent out once the project has concluded. Our families will send a "thank you" that RAPP will forward by regular mail to protect sponsor information and privacy.

We request that groups <u>not</u> ask the family to share photos, or mail letters as this protects the privacy of the family. Groups will receive a family written thank you.

Forsyth County Department of Social Services

Relative as Parents Program, RAPP ♦ Katie McDaniel ♦ 336-703-3744 ♦ E-mail: <u>mcdanike@forsyth.cc</u> Offices located at: 741 North Highland Avenue, Winston-Salem, NC Deliveries for holiday items respectfully only accepted by scheduled appointments.