



October 27, 2017

Dear Friend,

Each fall, the Duke Community Service Center, in cooperation with the Volunteer Center of Durham and the Department of Social Services, sponsors Project Share. Project Share helps create holiday memories for those in the Durham community who are in need. Without assistance, these individuals may be unable to provide gifts for themselves and their families during the holiday season. This season, we have a goal of providing gifts for at least **300 individuals**. On average, it costs about **\$50** to sponsor one person. In order to meet this goal, we need your help.

We are encouraging all members of the Duke community to participate in one of two ways:

- **Make a donation towards the purchase of gifts.** If you wish to make a cash donation, return the bottom portion of this letter with your check and submit by **Wednesday, November 29, 2017**. Checks should be made payable to Duke University with **“Project Share”** written in the memo section. You may also make your donations online at <http://www.gifts.duke.edu/new?designation=3951614>.
- **Sponsor a family.** Sponsoring a family involves collecting money, purchasing and wrapping the gifts for your family, and delivering them to the Duke Community Service Center. If you would like to sponsor a family, call 919-684-4377 and let us know the number of family members you are able to sponsor **on or before Wednesday, November 22, 2017**. We will send you a family profile and instruction sheet. The deadline for delivering all gifts to the Duke Community Service Center at Smith Warehouse is **4:00 p.m. on Wednesday, December 6, 2017**.

If you have any questions about Project Share, please call the Duke Community Service Center at 919-684-4377 or send an email to volunteer-programs@duke.edu. All sponsors and donors will be recognized as contributors to Project Share on our Web site in January.

Thank you for Sharing Your Holidays!

Sincerely,

Domonique V. Redmond
Assistant Director of Programs

Name: _____ Phone: _____

Organization/Department Affiliation (if any): _____

____ I/We would like to sponsor ____ individual(s) at **\$50** per person.

____ I/We have enclosed a donation of \$ _____

____ I've made a donation of \$ _____ online at (<http://www.gifts.duke.edu/new?designation=3951614>)

____ I/We cannot make a donation this year

Make checks payable to the Duke University with “Project Share” written in the memo.
Please return to Project Share, Duke Community Service Center, Box 90827, Durham, NC 27708