

The entirety of Section 2 is written by Luke Trader, a youth pastor that has brought multiple groups to BUMP.

## How to Write a Support Letter

1. **Pray:** Talk to God about *who* He wants you to send support letters to, and *what* He wants you to include in the letter.
2. **Write:** Write the letter, using the *model support letter*.
  - It is ok to add or subtract things from the model support letter.
  - Write what is on *your* heart – why is God calling you to be a part of this mission trip? Express passion, excitement, etc.
  - It is always best to keep a support letter to one page. (Most people don't like to read more than a page.)
  - **Remember** to include the cut-off portion at the bottom of your letter – this is critical, as those who support you will send this portion back!
  - **Remember** to include the addressed envelope! (It wouldn't hurt to “go the extra mile” by putting a stamp on the enclosed envelope!)
  - On the next page is a copy of the *model support letter* for you to use or borrow from.
3. **Brainstorm:** Think of as many people as you can to send this support letter to (you should send letters to at least 15 people).
  - Family members / relatives
  - Family friends
  - Parents of your friends
  - People from church
  - Teachers
  - Youth leaders
4. **Proofread:** Be sure to proofread your letter multiple times.
  - Check spelling, etc.
  - Have your mom, dad, or friend proofread the letter!
  - **Remember**, we're going for excellence here!
5. **Send:** Send the letter a.s.a.p!.
  - **ALL** Support Letters **MUST** be mailed by \_\_\_\_\_ (*Fill in the date per your youth leader's instruction.*).
  - **Remember** to write down all the addresses and names of those you send a Support Letter to on the *Prayer & Financial Support “Thank-You” Sheet*.
6. **Say Thanks: ALWAYS**, and I mean **ALWAYS**, say “Thank you!” and write thank-you notes!
  - Please see the *Prayer & Financial Support “Thank-You” Sheet*
  - **1<sup>st</sup> Thank-You Note** should be mailed by \_\_\_\_\_ (*Fill in the date per your youth leader's instruction.*). This is a letter that will express your thankfulness and excitement about the mission trip!
  - **“The Field Letter”** will be mailed during the week of the mission trip! This will be either a short note or postcard about how God is working in your heart!
  - The **“Returned Home Letter”** **MUST** be mailed by no later than \_\_\_\_\_ (*Fill in the date per your youth leader's instruction.*). This will be your final thank-you letter, which talks about what God did in your heart and life during the mission trip and thanking your supporters once more!
7. **Remember, ALL** Support **MUST** be raised by \_\_\_\_\_ (*Fill in the date per your youth leader's instruction.*).
8. **Please contact** \_\_\_\_\_ (*Fill in your youth leader's name here.*) if you or your parents have any questions!

## Model Support Letter

Feel free to personalize this model support letter and use it as your own support letter. If you'd rather, you can use this simply as a model to write a more personal support letter.

[Put the date you're writing this letter, here.]

Dear [put the name(s) of your potential supporter here],

I have an opportunity to do something this summer that I believe will change my life. I recently decided, after much prayer and consideration, to go on BUMP (Bridging Urban Mission Project), a short-term mission trip with the student ministry of my church. I am writing you, because I want you to be a part of what God will do in my life and in the lives of many others. I need your help – both spiritually and financially.

Many people travel for short-term mission trips to foreign countries. Our mission trip this summer is to [put in the name of your BUMP city]. It has become so clear to all who are on our team that this city desperately needs to know the love of Jesus Christ. So, we will be very busy ministering in [put in the name of your BUMP city] in various ways: we will be leading a VBS for children, running a Sport's Ministry for early teens, embarking on Prayer Walks, and be involved with various Service Projects! It is our prayer that God would shine His light and life through us...that the people of [put in the name of your BUMP city] might begin, by God's grace, to live in freedom everyday! I cannot think of a better way to spend a week of my summer!

I need you to join with us, becoming part of our team, by **praying for us**. Our mission trip is from [put in the dates of your BUMP trip]. Prayer is critical to any ministry. If God is not in this trip, it will all be in vain. Please pray that our Lord would be a part of our trip, and even now begin to prepare us and those we'll be ministering to.

I need you to join with us, becoming part of our team, by **supporting us financially**. The total cost of the trip is [put in the entire cost of your trip, including transportation, etc.] per person. I am part of a team of [put in the number of people from your church going to BUMP] students that will embark on this trip. This cost covers housing, transportation, food and ministry outreach expenses, per person. Will you join me in this opportunity to serve God, by supporting me financially?

Thank you for taking the time to read this letter and for considering being a part of God's work...it means so much to me. May the Lord bless you and keep your heart close to His.

It's all for Jesus,

[Your Name]

-----Please Cut Here-----

Name of student I am supporting: [BUMP participant - put your name here]

Yes! I believe God is leading me to commit to praying for you and your mission trip, and I will do so faithfully, by His grace!

Yes! I believe God is leading me to support you and your mission trip team financially, by His grace!

Please write your tax-deductible check out to [put the name of the organization the check should be written to]. On the memo line, please write "BUMP", along with the name of the student you are supporting. Please mail your check along with this form, in the enclosed envelope, by [put the date you need your support by]. Thank you!