



[Date]

[Name]

[Street Address]

[City], [State] [ZIP Code]

Dear [Name]:

The [Community Foundation] would like to thank you for allowing your student to participate in the Youth Advisory Committee (YAC). We are looking forward to an exciting year!

There are two components of the YAC. The first focus is grantmaking. This is awarding grant requests relating to youth from funds derived from our youth fund of the community foundation. The second focus is community service. Not only do our YAC members just give out money, but they are out in the community rolling up their sleeves and volunteering trying to make an impact that way as well.

In addition to awarding grants, the YAC learns what a community foundation is all about, what an endowment fund is, and how to go on business calls to solicit donations to the foundation for its funds and scholarships.

The YAC would like to invite you to an information meeting on [Day], [Month and Date] at [Time]. At this meeting you will have a chance to hear about the YAC's activities, goals and what a positive impact it has on the youth in our area. We hope that this will give you a better understanding of what your son/daughter is doing when he/she attends YAC meetings.

On behalf of the YAC, we are looking forward to seeing you on [Day], [Month and Date]! If you are unable to attend, or have any questions about the meeting, please call the community foundation at [Phone Number].

Sincerely,

[Name]

YAC President

[Name]

YAC Advisor