



# Salem/Keizer Coalition for Equality

*Nuestra misión es asociarnos y abogar con las familias latinas, las escuelas, y las comunidades para asegurar equidad en la educación  
Our mission is to partner and advocate with Latino families, schools, and communities to ensure equitable educational outcomes*

Friday, March 20, 2020

Organization Name

Address

City, State, Zip

Dear \_\_\_\_\_,

We want to thank you again for your sponsorship of \$\_\_\_\_\_ for our annual luncheon, "Celebrating Latino Parents – the First Teachers," scheduled for April 23<sup>rd</sup>.

Due to rising concern about the spread of COVID-19 in Oregon and Governor Brown's executive order to limit all public gatherings to 25 people, we have cancelled the Annual luncheon. We were in the process of making plans to do a live streaming event when it became apparent that even a small group gathering would not be prudent.

Our decision to cancel, rather than reschedule the luncheon, comes after watching the rapidly changing circumstances in our community in the last 10 days, and the trajectory of the pandemic in other communities. There is no way to predict when it would be safe to start having large gatherings and celebrations again.

We have taken every precaution to reduce the spread of COVID-19 by having our staff work remotely and by cancelling our parent programs and workshops. We have been actively working on a plan to continue providing services to our Latino families remotely. We are establishing weekly check-ins by phone for staff to coach and mentor parents on parenting and child development, and assess their access to online services. We are planning to deliver books, activities and art supplies to support academic achievement for our Latino/a children at home. These activities mean purchasing equipment and materials that they had not otherwise budgeted.

We rely on our annual luncheon to bring in contributions to help support our programs and services, and this pandemic is causing a financial setback that is requiring us to rethink the way we provide our services. We would like to ask you during this difficult time to convert your sponsorship (\$\$\$) to a donation toward programs. Please let us know if this is satisfactory to you.

Thank you so much and we greatly appreciate all of your support!

Sincerely,

Miriam Cummins

Title

PS: Please visit our website periodically to see how we are serving families and how you as a supporter can help our organization during this difficult time.