

Sample Letter Requesting Support for a World Mission Initiative Trip

Remember: We are inviting people to experience the privilege and joy of giving, and we are connecting them personally with God's work in the world. Many people miss out on cross-cultural mission experiences because they are unsure about requesting financial support for their trip. Use this sample to write a letter with the correct details following this general model: 1) Personal Greeting, 2) Describe the trip; 3) Invite people to participate through prayer and financial contributions to the team expenses.

Dear _____,

After prayer and consideration, I have decided to take part in a mission trip to Mexico this spring. The opportunity is offered through World Mission Initiative at Pittsburgh Theological Seminary. It will be a firsthand experience of life and ministry among the Tzeltal and Tzotzil people of Chiapas and Tabasco.

The main objective of our mission team will be to learn from our Mexican brothers and sisters, to see life and faith through their eyes, then to come home and share the vision. We hope to achieve this by working and worshiping alongside Mexican Christians. We will visit several schools where leaders for the Mexican church are trained. We expect to work side by side with Mexican Christians in the seminaries and Bible schools, and several of us will be asked to preach in churches. We will visit the Mayan ruins at Palenque to gain a better understanding of the Mayan history and culture. Our team of twelve will leave March 1st, from Pittsburgh, and return from Villahermosa on March 9th.

I am writing to invite you to participate in this mission team's ministry. Please consider praying for our team. Pray for the new friends we will make in Mexico. And pray for us: for health and protection on the trip, for our effectiveness in ministry and ability to learn new things from this experience. Pray that we will find the financial support to make this trip possible. Pray that we will return with stories and a vision to inspire the church in the United States.

Another way that you can participate is to support this cross-cultural experience financially. The total cost of the trip is \$14,000, and each of us has committed to raising \$1,750 towards trip expenses. Together we are trusting God to provide the resources for this mission trip. If you feel that you could participate in this way, please follow the instructions below. Contributions are made with the understanding that the World Mission Initiative has complete control and administration over the use of the donated funds.

Thank you very much for considering this request.

Gratefully in Christ,

Sign your name here

Instructions for Supporting a World Mission Initiative Trip

1. Write a check payable to World Mission Initiative.
2. Write "*Mexico Mission Team*" on the memo line.
3. Send your check to me at the address on this letter.
4. I will give your check to World Mission Initiative, which has full and unconditional control of its usage. These procedures meet the IRS guidelines for tax-deductible contributions; so Pittsburgh Theological Seminary will send a letter of thanks and tax donation receipt.

Next steps: 1) Keep a list of people who have donated, and thank them in writing.
2) Share your story with those people upon your return.