

Sample Support Letter

Any support raising or prayer letter should answer these questions: When, Where, With Whom, and Why are you going? What kind of work will you be doing? What are the costs? What are your needs? Be personal and specific.

Dear So and So,

I am making preparations for an international trip to Tegucigalpa, Honduras **(Destination)** in March, 2011 **(Date)** with a team from Fellowship Bible Church. We will be going to Rancho Ebenezer, a ministry of World Gospel Outreach **(Organization)** you will be working with). Our short-term international trip will last eight days **(Number of days)** while we build a house at Rancho Ebenezer a self-contained compound to house families who will be house parents to abandoned and orphaned children **(Project)**. World Gospel Outreach's ministry through these house parents is to raise Honduran children in godly, healthy and functional families. Our team's ministry is to provide them with the physical buildings so that they can fulfill their ministry to the children of Honduras **(Organization's purpose in the community)**.

I need your help! Each team member is required to contribute at least the first \$100 of the cost of this trip. As a member of Fellowship Bible Church, I am asking for your help in raising the remaining **(\$Amount)** to cover the cost of this project **(Your needs)**. I have included a letter of recommendation from the International Ministries Director at Fellowship that briefly explains this trip and our need for funds.

Would you prayerfully consider a gift of \$25, \$50 or whatever amount to enable my being a part of this team and this project to help children live with a godly, dynamic family? Please make any gift payable to Fellowship Bible Church, writing my name in the memo line and send it directly to: Fellowship Bible Church, Attn: Finance Department, P.O. Box 7123, Little Rock, AR 72223.

Thank-you for your partnership in this international trip to Honduras **(Destination)!**

Sincerely, Joe Missionary