

Balancing Our Minds Summit: Sample Letter for Support

The following sample letter for support can be used as an outline for you to write your own. The purpose of a letter for support is to contact the individuals you would like to be involved in the planning of your Balancing Our Minds Summit and request an opportunity to sit down with them to discuss the idea further. Start with the outline below and craft your very own email/letter for support:

Dear [person or organization's name],

I'm writing to tell you about an event we're planning to host and to inquire around whether you would be interested in giving us your support.

We are hoping to organize a Balancing Our Minds Youth Summit. A Balancing Our Minds Summit is a one-day event geared towards discussing mental health with high-school aged youth in our community. We feel that it's important to discuss this topic in order to ensure that youth are comfortable sharing if they're struggling, know where to go and what to do to receive support, are informed around habits they can engage in to support their mental wellness and aware of how they can contribute to a community that is supportive of the mental health and well-being of all. For more information on Balancing Our Minds Youth Summits, visit <http://bom.keltymentalhealth.ca>.

We would very much appreciate the chance to discuss ways that you can contribute to this event being a success. If you are willing and able, please let us know by contacting us at [email/phone number] so we can sit down to discuss this opportunity further. Thank-you for your time and we look forward to hearing from you!

Best regards,

[Signatures]