



## New Horizons for Seniors Program

# Fact Sheet Series 6

Engaging Seniors, Strengthening Communities

## New Horizons for Seniors Program Letter of Community Support

Community support is an important element of a New Horizons for Seniors Program project. When you apply for funding from the New Horizons for Seniors Program, you are required to provide at least one letter or document from another organization or group showing support from your community for your project. A good letter of community support from a respected organization can make the difference when your application is assessed.

When you ask a group for a letter of support, remind them that the letters must be current and include **all** of the following:

- the name and a description of **their** organization or group sending the letter;
- the name, position title, signature of the letter writer, and the date; and
- where possible, the organization's letterhead.

Letters must clearly endorse the project and clearly demonstrate the following:

- knowledge and support of **your organization**;
- knowledge and support of the **proposed project**;
- the **need** for the proposed project in your community; and include
- a sentence or two on the project's likely **benefits** to the community.

For information on the New Horizons for Seniors Program, visit [www.esdc.gc.ca/seniors](http://www.esdc.gc.ca/seniors) or call **1-800-277-9914** and select "0" to speak with an agent.

## Example of a Community Support Letter

May 30, 2014

To whom it may concern:

The Wild Rose Region Social Planning Council, which has just celebrated its twenty-fifth year of promoting social service planning and solution development, is pleased to submit this letter of support to the Seniors Outreach project proposed by the MacNeil Seniors Centre.

The MacNeil Seniors Centre provides a place for seniors to meet in a social environment and offers valuable resources, such as information on the support and services available for seniors in the community.

The Seniors Outreach project will extend the reach of the MacNeil Seniors Centre to isolated seniors who would otherwise not be able to access the social activities and networking information offered by the Centre. Our Planning Council has long documented the need for such a program and will be pleased to assist the MacNeil Seniors Centre in making it a success.

We feel this will benefit the community as those isolated seniors join the activities and share their knowledge and experience. It provides a way for the community to work together and teach what it has to offer.

Sincerely,

Rhona McQuade  
Executive Director, WRRSPC