

Dear Planet Philanthropy Participants and Parents/Sponsors:

We are delighted that you will join us on Saturday, August 25, 2007 for Planet Philanthropy! We look forward to a day of learning, service, and fun! We have 36 young people registered for Planet Philanthropy and more than sixty parents/sponsors and young people planning to volunteer at The Atlanta Community Food Bank. Planet Philanthropy will begin at 9:00am and end at 1pm. Volunteering at The Food Bank will take place from 1:00pm – 4:00pm. The address for The Food Bank is as follows:

732 Joseph E. Lowery Boulevard
Atlanta, GA 30318
404.892.9822.
www.acfb.org for directions.

We are working closely with the staff at the Food Bank to ensure a safe and meaningful experience for all. Below are some last minute details. Please don't hesitate to call us at The Foundation if you have any questions or concerns. We will gladly answer your questions!

Planet Philanthropy

Parents/Sponsors, registration for the participants will take place between 8:30am and 8:55am. We have much to do, and will try to begin promptly at 9:00am. Parents/Sponsors can “drop-off” participants between 8:30am and 9:00am. Please feel free to leave the Food Bank, but make sure we have an emergency contact number for you (e.g. cell phone number) If you are volunteering with us in the afternoon, please return to the Food Bank by 12:50pm to meet your child/children. You will receive greetings from Alicia Philipp, our President.

Planet Philanthropy Participants

Everyone should have received a packet with two assignments and some materials. Attached are copies of materials for each nonprofit organization that Planet Philanthropy participants will be hearing from. Please take some time to review. There are materials from Moving in the Spirit, Vox Communications, and ZooAtlanta.

Afternoon Service Project at the Food Bank

Again, please meet us in the main lobby of the Food Bank by 12:50pm. Due to the terrific response received we will divide everyone into small groups. We will provide you with your assignments when you arrive. Attached is a copy of the media release form and a consent form from The Food Bank. Each volunteer must complete the consent form and the media release form. Parents must complete the form for children under the age of 18. Please fax them to us at 404.688.5525 or bring them with you on Saturday.

Suzanne Roush, Ongoing Program Volunteer Coordinator, has asked us to share the following information with you:

- Wear closed-toed shoes. No sandals, flip-flops, or high-heeled shoes are allowed.
- Your shift is from 1pm - 4pm - we do ask all volunteers to commit to the entire time. If you are unable to commit to this time slot, we'd be happy to schedule for a later date that may be more convenient for you.
- Volunteers must be at least eight years old. An adult must accompany volunteers under 18 yrs. old. **One adult chaperone is required:** per 4 youths under 10; per 6 youths 10-13 yrs; per 10 youths 14-17yrs.
- Volunteers must be able to stand for at least an hour at a time.

Please feel free to call me at 404. 588.3194; Erin Drury, Philanthropic Advisor, 404.588.3188.; Barrett Krise, Philanthropic Advisor, 404.588.3186; or Angela Hunter, Philanthropic Services Associate, 404.588.3212.

Sincerely,

Audrey Jacobs