



Westgate Mennonite Collegiate  
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## 2022 COMMUNITY SERVICE DAY THURSDAY, MAY 12<sup>TH</sup>, 2022

The Westgate Community Service Day is an opportunity for the students of Westgate to serve others and connect to our larger Winnipeg community. On Thursday, May 12<sup>th</sup>, instead of spending the day in classes, students will volunteer for a Winnipeg non-profit organization or institution.

Community Service Day also builds community through fundraising. By asking friends, family, and church community to sponsor our Community Service Day, we're asking them to be part of our shared Westgate life. When asking for donations, we encourage students to emphasize that this is a school-wide event. Even if a student is unable to participate, they may still fundraise on behalf of the whole school.

This is the second Junior and Senior Student Council fund-raising event of the year. From the funds raised through Cyclathon and Community Service Day, Westgate Student Councils have been able to:

- invest in furniture for common spaces and the Student Services space
- purchase Chromebooks for regular use in classrooms
- carpet a few areas in the school that weren't changed by our renovation
- offer activities like Ski Trip and Christmas Party to all our students

**Grades 9-12:** Community service placements have been arranged for our students in grades 9-12. This year, because of limited placements, we are focussing our energy on helping our churches do long-delayed spring-cleaning and other projects, but will also be sending students to Camp Assiniboia and Camp Koinonia, and MCC.

**Grades 6-8:** Students in Grades 6-8 are asked, with their parents' help, to find a service opportunity in a **volunteer or not-for-profit sector** where they can volunteer for a minimum of five hours. Students should be supervised. This would be a great opportunity for a parent to spend the day with their junior high student (or even a small group of students) volunteering. There will be placements posted at the school for junior high students who would like to do a placement through the school. Junior students will register their intended work activity with their home room teacher and return a supervisor's report with their sponsor books.

## FUNDRAISING for Westgate's 2022 COMMUNITY SERVICE DAY

We have set up **TWO** methods for students to collect pledges:

- 1) Students can ask their supporters to support them **through their Student CanadaHelps.org WORK DAY Fundraising Page.**

\*Students will be emailed their **Fundraising Page URL** that can be COPIED into a personal email to their supporters - or used as a Hyperlink on their Phone -- for easy & fast donation collection.

*If you have any problems with your URL – please contact Tracy in the Accounting Office at: [tleclair@westgatemennonite.org](mailto:tleclair@westgatemennonite.org)*

Students who receive donations through their Fundraising Page - will receive an EMAIL notification in their Westgate Email Account for each donation. *This will help with letting their class know how much they've raised.*

- 2) Students can ask their supporters to support them **by sending an e-Transfer to: [accounting@westgatemennonite.org](mailto:accounting@westgatemennonite.org)**

- **the following needs to be included in the MEMO:**
  - i) NAME of Donor
  - ii) EMAIL of Donor
  - iii) STUDENT's NAME & GRADE

Please Note:

- ***If Students have a supporter that is uncomfortable with technology...*** the Student should request a Pledge Book from the accounting office & complete a pledge slip for them.

### **PLEDGE Booklets**

*Handed out upon request only...*

**IF you fundraise using the PLEDGE Booklet, please NOTE the following:**

1. As you approach friends, relatives and others for sponsorships, please inform your sponsors that there is a minimum donation of \$5.00 per sponsor, and that all donations of \$10.00 or more will be issued receipts for Income Tax purposes.
2. Complete all Sponsor Information (PLEASE PRINT) for each slip; *especially* the **Donor's NAME, EMAIL, ADDRESS, & PHONE**

3. Enter the **Relationship** between yourself and the sponsor (Grandparent, Uncle/Aunt, neighbour, same church member).
4. Select the **Pledge Amount** (or enter Other amount)
5. If possible, please **Collect the Money at the time of the pledge** and **attach** it with a **Staple** or **Paper Clip** to their page in the Sponsor Booklet before handing it in to Westgate.

✓ **Check** one of the **PAID** boxes: **CASH or Cheque**

*if the pledged money for this pledge accompanies your sponsor book.*

[If payment is included in a sibling's Sponsor Booklet, check "Included with:" & enter their name.]

6. If it is not possible to collect the money from the sponsor - Check **REMIND ME**.

[**Please Note:** Westgate will need the Address &/or EMAIL of the Donor - minimum.]

**If parents or guardians wish to write one cheque to cover All the funds pledged for the entire sponsor book – Please attach this payment to the inside cover of the sponsor book**

**\*\*\*make sure to hand in the pledge book right after the fundraiser\*\*\***

### **Community Service Day Fundraising Prizes**

#### **All Students:**

Individuals who bring in more than \$200 will be awarded 10% of money they raised, based on \$50 increments.

e.g.

- \$200 pledges = \$20 cash
- \$249.99 pledges = \$20 cash
- \$250 pledges = \$25 cash

## **Not sure how to ask for donations?**

Here is an example of an email or letter you can send to those you are hoping will support you:

Dear <Friend/Family Member>

This is <**Student Name**>, and I am writing to ask if you might be interested in sponsoring me for my school's (Westgate Mennonite Collegiate) annual Community Service Day. If you choose to sponsor me, your support will be greatly appreciated. My goal is to raise \$200 for my grade.

*Donations raised through Community Service Day will support student council initiatives & help contribute to keeping Westgate's Tuition rates at affordable levels. In the past, donations have helped purchase new sports equipment for our school, as well as band instruments, science lab equipment, laptops, water-bottle fill stations, and eco-toilets in student washrooms, just to name a few.*

Just like last year, Westgate is doing **Online fundraising** and there are **two ways to give**:

- 1) Click on the link pasted below to access my donation page on CanadaHelps.org:

**<paste your Fundraising Page URL here>**

OR

- 2) send an e-Transfer to: **accounting@westgatemennonite.org**
  - o the following needs to be included in the MEMO:
    - i) **NAME of Donor**
    - ii) **EMAIL of Donor**
    - iii) **<Student Name> & <Student Grade>**

If you have any questions, please let me know.

Thank you for considering this. Your past support has always meant a lot to me.

**<Student Name>**