

Potential Panelist Recruitment

A Form Letter for Recruiting Panelists

March 6, 2006

Potential Panelist

Organization

Address

City, State, Zip

Dear (Name of Potential Panelist),

I would like to invite you to be a participant in the next Youth Venture Selection Panel. Selection Panel members help determine whether a team of young people meet the Youth Venture criteria and are eligible to receive the grant money they are requesting. Youth Venture's mission is to motivate young people to take action and improve their communities. My organization is partnering with Youth Venture to help achieve this mission.

Adults all over the country have served as panelists thereby seeing first-hand what young people are creating to benefit their communities. The April Selection Panel will from 3:00PM to 5:30PM on March 29, 2006 at the YMCA of Greater Nashua at 410 Main Street.

The panel will hear ten-minute presentations from four potential Venture teams. After each presentation, the panel will ask questions for about ten minutes. After the panel has heard presentations from all four teams, it will then meet to make decisions and recommendations.

I hope you will be able to join us on the 29th. If so, I will forward you the four proposals. If you are interested but unable to attend this Selection Panel, please let me know so I can consider you for future dates. Please let me know by the 18th if you are available to participate. Thanks.

Best wishes,

Partner Name

Partner Organization

Potential Panelist Recruitment

A Thank You Letter for Panelists

April 2, 2006

Panelist
Organization
Address
City, State, Zip

Dear (Name of Panelist),

Thank you for taking the time to serve as a panelist at our most recent Youth Venture Selection Panel.

Your insight, suggestions, and recommendations were significant to the deliberations and were important to the success of the afternoon. We hope that you feel as we do, that Youth Venture is a powerful tool for helping young people become community changemakers.

We greatly value your support and will keep you posted on the work of our newest Venturers. I would certainly love to have you participate in another Selection Panel in the future and will definitely stay in touch. Thanks again.

Best wishes,

Partner Name
Partner Organization