

CLOUD INSPIRED HEROES

LETTER WRITING GUIDELINES

Purpose

Your overall purpose is to establish a connection between you and your writing partner through the perspective of your Cloud Inspired Hero (dog) on the mutual theme chosen that provides empathy, upliftment, joy, understanding, and love.

Duration

Letter writing continues for one year by sending a letter once a month. After you are dispatched to send a Cloud Inspired Hero letter, and during your circumstances change, just let your point contact know and someone else will step in and pick up where you left off. Therefore, you do not need to be concerned with disrupting the connection you have spent time to create when ending your Cloud Inspired Hero letter writing.

Also, you may, or may not, receive a letter back. It is encouraged to send letters back, but not required. Remember, you are building a relationship and it may take time for some people to build trust or they may not be well enough to write back (given the themed cause). Keep in mind they dispatched a Cloud Inspired Hero for a reason.

If it comes up to a year and you and your writing partner would like to continue letter writing past your commitment time, that is wonderful! All that is asked is to let your point contact know and continue with the guidelines when using any of the Cloud Inspired Hero names.

Letter Content

Just consider what you might want to read about if the roles were reversed. Remember you both chose a themed cause because it means something to you. Avoid the life lessons and lean into the ordinary happenings. Remember the letter is in the perspective of your dog so by really thinking about what your dog would say may just be the response you both are searching for. Maybe drop off a postcard on the same day of the month and/or send a birthday card (as an added bonus). **Most of all – listen and follow his or her lead.**

Some things you might think about enclosing:

- A picture(s) of your Cloud Inspired Hero (*At home, the park, events... This will add a better connection and just fun*)
- Motivational or devotional material (*consider where your letter is going and when sending letters to children in schools we must respect the schools guidelines (rules informed at time of dispatch). It's good practice to get a feel of your person your writing and see what is welcomed. Remember we aren't here to force, but to connect. That's all.*)

If you have a question, you're invited to ask.

Connected

As you get to know the person you're writing, it may come up that you all would like to meet each other. Even though you feel connected please remember that you only know the person through letter writing. Never meet someone alone or at night. Please consider inviting your letter writing to church or out during the day in a public place with at least another person. If you are writing a person under the age of 18 years meeting is at the discretion of the parent or guardian only and approved by appropriate officials.

Confidentiality

People may open up to you in their letters with personal information. You are responsible for keeping all personal information, including the content of your letters written and received protected and kept with integrity. Everyone in Florida is a mandated reporter under state law. Any person with reasonable cause to believe a child is being abused or neglected must, under the law, immediately report to the Florida Department of Children's Services or to local law enforcement. If you believe that you have reasonable cause that a child is being abused or neglected, please consult with the church Chaplain and Cloud Inspired Hero point contact to determine the proper course of action.

Signature

Because you are writing on behalf of your Cloud Inspired Hero and St. Richards Church, we ask that you sign your letters with this in mind, using your dog's name name and including the following phrase:

Your friend,

Pink Leash Warrior Sparky Jones

Cloud Inspired Heroes

Return Address

All letters are sent with the St. Richards return address. Other addresses are not allowed.

Cloud Inspired Heroes

St. Richards Episcopal Church

5151 Lake Howell Rd

Winter Park, FL 32792

Return Envelope

The cost of postage can create a barrier for friends to write back. To eliminate this barrier, we suggest that you enclose with your letter a stamped envelope like the example below (just add the stamp);



Heads Up Suggestions:

- You are only asked to write letters. No more is asked of you. If you receive request in incoming letters you are invited to decline and if you have questions or concerns please call your local contact..
- The idea is to build the relationship. Your writing partner may not have a lot of practice relating to others. Expect your initiative to be met with some natural skepticism and distrust in the beginning and be patient while your relationship builds.
- Try to relate to your writing partner honestly and simply. This will help make it easier for them to do so as well.
- Don't prejudge

- You don't need to have the answers to all of your Writing Partner's problems. Try to understand the opinions, emotions and desires surrounding the problem and give your dog a voice.
- Be respectful of differences in religious convictions.
- Try to maintain consistency in contacting your Writing Partner.
- Do not make promises you can't keep.
- If your Writing Partner expresses thoughts of harming themselves or someone else, call the appropriate contacts immediately. Be careful not to jump to conclusions.

Distribution List

You will be added to an email list for Cloud Inspired Heroes. All incoming mail will be scanned to your email from St. Richards and the letter will then be kept in the church office for safekeeping until pick up.

Happy Writing!!!!!!