



March 1, 2020

Ms. Jane Doe
Manager, Sales and Marketing
Broken Record Studios
123 Main Street, Suite 45
Erie, Pennsylvania 16505

This service mark in the header is required, and cannot be altered in any way.

Dear Ms. Doe,

Music has the power to break down barriers, bring a community together, and celebrate the essence of what it means to be human. My name is Alicia Smith, an Ambassador Girl Scout from Troop 12345 of Girl Scouts Western Pennsylvania in Erie, and I want to change the lives of local senior citizens through the gift of music. The Girl Scout Gold Award is the highest award in Girl Scouting, and I want to earn it to show my future university that I am committed to service and have the perseverance to make my dreams a reality. My project, *Strong through Song*, seeks to build community across the generations through a music kit for a senior center. I respectfully invite you to consider an in-kind donation of music studio time to help me complete my project.

Strong through Song is a response to the need for cost-effective music activity at Lakeview Senior Center. While volunteering there, I noticed an old piano sitting in the corner. The activities director indicated that they do not have the resources to hire a pianist often, and volunteer musicians are not always available for special occasions. I also noticed that most volunteers were not teenagers, even though my high school, Lakeview High, was just down the street, and we have a service requirement.

Through my Gold Award project, I will record instrumental tracks for classic songs in the public domain, and develop large-print song books. This kit can be used whenever volunteer musicians are not available, and non-musical students can more readily volunteer there. In this way, the project will be sustainable long after I graduate. Research has shown that intergenerational interaction has positive results, helping both groups develop new skills and increasing their sense of purpose. This project could benefit an estimated 150 seniors in a year!

It would be an incredible gift to engage Broken Record Studios to make this project possible. I respectfully invite you to consider an in-kind donation of 10 hours of off-peak studio time, valued at \$500, to support the execution of my project. Complete budget details are attached. Thank you in advance for your consideration of this request and for your support of Girl Scouts Western Pennsylvania.

Sincerely,

A handwritten signature in cursive script that reads "Alicia Smith".

Alicia Smith
Ambassador Girl Scout

A handwritten signature in cursive script that reads "Mary Brown".

Mary Brown
Gold Award Advisor

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Girl Scouts Western Pennsylvania is a 501(c)(3) non-profit organization, and applicable gifts are tax-deductible. To ensure your donation is properly processed and acknowledged, please **only** send checks to:

Attn: Fund Development
Girl Scouts Western Pennsylvania
503 Martindale St, Suite 500
Pittsburgh, PA 15212

→ **Pay to the order of:** Girl Scouts Western Pennsylvania
→ **Memo line:** Troop or Service Unit #, Gold Award,
Girl Scout Name