

Asking for Contributions: Examples of appeal letters



Introduction

Asking for contributions to support area meeting and Yearly Meeting are crucial play in strengthening the spiritual and practical life of our Quaker communities. Appeal letters to Friends in our meetings are more than requests for financial support – they are opportunities to deepen connection, to witness to our shared values, and to remind Friends that we sustain this work together. This collection of examples is offered to support trustees, treasurers, and all Friends involved in asking for contributions.

The examples that follow offer different approaches you can adapt for your own meeting. They are actual appeal letters used in meetings which have been anonymized. We hope they inspire you and engage Friends in supporting our Quaker work.



Example 1

Dear Friends,

As members of our local meetings, we are also part of a wider community of Friends. We support this community not only through service, but also through financial giving. Local Meetings, Area Meeting and Britain Yearly Meeting all depend on the generosity of Friends to continue their work.

Area Meeting trustees encourage Friends and attenders to consider making a regular contribution to both Area Meeting and Britain Yearly Meeting. In previous years, schedule letters were sent to Friends annually. As structures across our region are currently in transition, we are not issuing the usual letters – but the need for giving continues.

Some suggested starting points are:

- £25 per month for Area Meeting
- £20 per month for Britain Yearly Meeting

These are guidelines only. Some may be able to offer less; others may feel led to give more. The following resource may help with discernment around giving:

www.quaker.org.uk/documents/how-much-should-i-give

How to Give:

- Area Meeting: Please set up a standing order using the details provided locally.
- Britain Yearly Meeting: Donations can be made via www.quaker.org.uk/giving/online or by contacting contributions@quaker.org.uk.
- Local Meeting: Please speak with your local treasurer for guidance.

As Friends, we are called to consider both service and financial giving as part of building up our community. This practice has deep spiritual roots: *“And all the believers lived in a wonderful harmony... pooling their resources so that each person’s need is met.”* (Acts 2:44–45, The Message)

We all understand that wealth is a relative concept. Part of our spiritual deepening is recognising what we have, and how we may use it responsibly and generously. With privilege comes responsibility; and there is joy in enabling our community and witness to flourish.

Giving is not only an individual practice. Our collective bodies also have a responsibility to share resources with Quaker structures that have fewer means, and to encourage a culture of generosity among Friends. As Quaker trustees have noted, *“There is joy and freedom in seeing the fruits of our gifts, and in trusting what may grow from them, even after we are gone.”*

In Friendship,
Area Meeting Treasurer

Example 2

Dear Friends,

We continue to live through challenging times, socially and economically. Many of us never imagined we would witness need on this scale – both locally and across the world. Yet these times also reveal so much that is good: communities pulling together with compassion, and acts of generosity large and small.

I am deeply grateful for our Quaker community. It sustains us, gives us hope, and strengthens our commitment to respond with love to the needs around us.

With this in mind, we are once again invited to consider what we are able to give.

Over the past year, in helping to care for our meeting’s finances, I have been moved many times by the steady generosity of Friends. I see people who have little giving what they can, and others increasing what they offer when they are able. Each contribution reflects care for our meeting, and for the wider witness we are called to uphold.

We know that this remains a difficult time for many. Some Friends will need to reduce their giving; others may feel able to continue or increase their donations. All gifts, of any size, are valued.

As we look ahead, our financial responsibilities continue to grow. Rising costs and the need to care fairly for our staff place additional pressure on our budget. Meeting House lettings have recovered well since the pandemic, but hiring income only covers basic running costs. We are mindful that many of our hirers are vulnerable and cannot absorb significant increases.

At the same time, we are seeing increasing need within our Quaker community and in the wider world. Our charitable work – supporting Friends in hardship, refugees, those who are homeless, and many others – can only continue if we have the resources to do so. The need is growing faster than our current income.

The cost of our shared witness is rising, and the call to act is becoming stronger.

Will you help us respond?

To those already giving through the collections account: thank you. If you feel able to increase your contribution, we are very grateful.

To those who are not currently donating: please consider whether you might begin this year. Any amount you can offer makes a real difference.

A donation form is included, and through the collections account you may give to:

- your Local Meeting (LM)
- Area Meeting (AM)
- Britain Yearly Meeting (BYM)

A leaflet from BYM is also enclosed, sharing more about the work Friends across the country support together.

BYM reminds us: *“All gifts, whatever their size, are valued. Equal generosity means giving what you can afford.”*

As a guide, we continue to suggest the following distribution unless you specify otherwise:

10% LM, 40% AM, 50% BYM

We long for a more just and peaceful world. If we are to help bring it about, we must continue to embody the change we hope to see.

In Friendship,
Assistant Treasurer

Example 3

Dear Friends,

At this time of year AM NAME ask all members and attenders to contribute what they can financially to Quakers.

Quakers in Britain need donations from members and attenders if Quaker work and activities are to continue at national, area and local level. At the moment, the level of donations we receive and the reserves we have are not sufficient to cover all our outgoings.

Please consider whether you can make a donation if you are not already contributing, or whether you can increase your donation if you are already giving. If you are unsure how much to give, you might find this leaflet useful. In addition to our running expenses, we are committed to the ongoing work in greening our Meeting Houses, the Youth Development Worker and Reparations Project.

ALL future donations will be split three ways – unless you tell me otherwise:

- 50% for Quaker work nationally (Britain Yearly Meeting),
- 40% to Area Meeting and
- 10% to your Local Meeting for use by your Local Meeting as it thinks fit.

For audit purposes, you will need to send me a new instruction each year if you want to split your contribution any other way than the above.

For many people the easiest way to give is by standing order. If you wish to pay by cheque, please make your cheque payable to INSERT ADDRESS HERE.

Our bank details are:

Account Name: xxx

Sort Code: xxx

Account Number: xxxxxx

If you are a taxpayer, please complete the Gift Aid Declaration on the next page and return it to me at the email address below or include the required information with your cheque.

Thank you very much for your generosity to Quakers – without it we wouldn't be the spiritual community we are.

In Friendship
Treasurer

Download a [Word version of these letters](#) to copy, paste and edit for your own use.

For further information, please contact Maisa at contributions@quaker.org.uk.