2018 Seedling Summer Pen Pal Program

Caregivers and mentees understand from the onset of the relationship that Seedling is a school-based program, and that mentors have contact with the children only at school. There is just one approved option for staying in contact through the summer, which is writing letters for U.S. mail. The Summer Pen Pal option is simple and only requires a little advanced planning. May 11th is the deadline for making the arrangements.

Follow these simple steps to have everything in place before the school year ends:

- Ask your mentee if he/she would like to be pen pals with you this summer.
- Ask your School Contact to request permission for the exchange of letters between you and your mentee, from your mentee's caregiver.
- Ask your Mentor Director to confirm with your School Contact that Seedling has the most current address for your mentee
- Address mail to your mentee like this:
  Your mentee's name
  c/o Seedling Foundation
  8001 Centre Park Drive, Suite 140
  Austin, TX 78754

We will ensure that your letters are forwarded to your mentee at the address we confirm with the school. We will not share your mentee's address with you.

- When you write to your mentee, enclose a stamped envelope addressed to:
  Seedling Foundation
  8001 Centre Park Drive, Suite 140
  Austin, TX 78754
  Attn: [your name]

We will ensure that your mentee's letter is forwarded to your home address, which means you will not share your mailing address with your mentee.

Mentors outside AISD: Please allow for extra time for the process.

Important note: Write letters that are genuine, but also casual and age appropriate. Assume that your letters will be read by family members. We recommend typing or printing, as some students have not learned to read cursive handwriting easily. And finally, know that your mentee enjoys hearing from you, even if you do not hear back from the student.

Also be prepared that your mentee's family may move during the summer before receiving the letter and it may never arrive. If that happens and the letter is returned to Seedling, we will alert you to the returned, undelivered letter.