

## **Class Letters**

College of West Africa Alumni Association, USA (“CWA-AA, USA”)

Address

November 6, 2018

Dear Class Leader:

We hope this letter finds you and members of your class well and prosperous. We again express our thanks and gratitude for your friendship over the years. In a previous letter sent to all classes including yours, CWA-AA, USA outlined a series of deliverables, and a timeline to achieving them.

One of the important deliverables discussed during the strategic planning session, is the need to renovate the restroom facilities at CWA. These facilities are in a deplorable condition. CWA-AA is asking all alums to step forward and support our current \$13,000 campaign to raise funds for the renovation. CWA-AA, USA knows that each alumni class can step forward to help achieve our campaign goal.

Completion of this project, will eliminate the ongoing costs of purchasing water at a rate of \$40 per 1000 gallons for the restrooms. More details about the project are available at <http://www.cwaausa.org>.

The proposed renovation project comprises of these steps:

- Installation of a water tower with two 1000 gallons’ poly tanks
- Connect pipes from the tower to each restroom.
- Install a pump to feed water from tower to restrooms
- Dig a 1000 feet in depth well to provide uninterrupted water throughout the building

If you experienced great times at CWA, if it made a difference in your life, if you want your alma mater to succeed, if you understand the challenges as outlined above and the successes we have achieved regardless of those challenges, and if you have not given back, what is it that stops you from making a pledge when you get that phone call or letter? What is it that stops you from sending a check when you get a letter from CWA-AA, USA, to help provide scholarships, recruit talented teachers, and undertake infrastructure improvements.

No arm-twisting, just an honest discussion between alumni about how your class gift can make a difference for our alma mater; how your gift will keep CWA a bastion for future leaders.

Make a difference. Please respond to the letter with your support for CWA.

Thank you in advance for your consideration.

Sincerely,

Chair/Former President