



# Heart Hands

## Sunrise Retreats participant WELCOME BAGS

### Objective

To gather items and create welcome bags for retreat participants that enhance their overall wellbeing and comfort during and after the retreat. The items within the bags are meant to bring comfort, a sense of belonging and represent the Sunrise Retreats community. Our target population are women navigating life after the death of a partner.

### Tasks

- 12-15 bags per retreat for a total of 24-30 bags per year.
- Contact and gather materials from donors and vendors. (If possible, supporting local, hand made and unique items from our area).
- Use in-kind donation form as receipt to all those who donate items. (separate form)
- Respond to donors with thank you email/card and their in-kind donation form/request.
- Return donor correspondence to [info@sunriseretreat.org](mailto:info@sunriseretreat.org) or current form for donor request to be fulfilled (some want their logo included in sponsorship).
- Organize bags using the Sunrise Retreats canvas bag (or other) with all the items. Place items in bag, wrapping each item separately and top all items with tissue paper.
- Deliver bags to retreat on requested date prior to each retreat (May and September).
- Welcome note handwritten by Sunrise Retreat team member and then signed by ALL Sunrise Retreat Heart Hands and Retreat team members.
- Past items have included: pen, journal, water bottle, soap, granola bars, socks, local candy, chap stick, books, aromatherapy spray, lotion.
- AT RETREAT, bags are placed upon each bed with their blanket, teacup, and handwritten note.

