



## How to make the most of this kit

### CWS Christmas Appeal 2009 kit

Thank you for supporting the CWS Christmas Appeal, a long-standing and loved church tradition. CWS is your overseas development, justice and aid agency. In times of disaster, CWS gets money to where it's needed, as well as providing day to day support for community development programmes, and campaigns against the causes of injustice and poverty. This appeal, which runs through Advent, is CWS's main fundraiser and comprises a vital part of our work. This kit serves two purposes. It acts as the vehicle for informing you about the work of our overseas partners as they improve the lives of people in their communities. We ask that you use the stories of our partners and the work of CWS to promote the appeal.

The kit is also a worship resource for you. It contains worship material (call to worship, light a candle, meet a partner, prayer, blessing and suggested hymns) for the four Sundays in Advent and Christmas Day, as well as a stand-alone CWS service if you prefer not to use the week by week resources.



Show your support by borrowing a CWS banner.

### What's inside the kit?

#### On the left side of the kit you'll find:

- Four sheets of staggered sizes. The smallest is an overview of this year's appeal theme, Give Us a Chance. The mid-sized sheet gives detailed information on our highlighted partner, CCS Uganda. The third is an order of service for a stand-alone CWS service. The largest sheet has sermon notes based on lectionary readings for the four Sundays in Advent and Christmas Day.

#### On the right side of the kit you'll find:

- A sample donation envelope, A2 and A3 posters and a service sheet for your weekly church notices. Please order as many extra copies as you need.
- Four weekly and one Christmas Day service resource sheets.
- A children's resource (including a list of children's books you should be able to find in your library).

### Electronic Media

You'll see the kit includes a CD Rom containing:

- A three minute audiovisual presentation of pictures of partners set to music.
- Appeal posters.
- Photos of partners, logos of the appeal and CWS and candle icons.
- Background information on How to Make the Most of this Kit, appeal theme, feature partner profile in PDF.
- Week by week worship materials, sermon notes and stand alone service in Word and PDF, as well as a PowerPoint.
- Church leader endorsements in Word and PDF, with church leader photos.
- Weekly notices in Word and PDF.
- Children's resources, including images, colouring in competition, Advent calendar.
- Website buttons

Please cut and paste from the disk to prepare worship materials, publicity about the appeal and other resources.

The audiovisual presentation shows some of the many ways your Christmas Appeal money is used. Photos of CWS partners are set to music, showing in a moving way how CWS helps people obtain the necessities of life. You could show the presentation during the time of reflection as the service begins (introit), during the offering or any time you give church or community talks.

To play the audiovisual presentation in church or at any other community function, you'll need good speakers and a projector that connects to your computer. If you're unable to open the audiovisual presentation, please call CWS on 0800 74 73 72 for advice or request a DVD copy if you prefer.

If you don't have a projector, use the order form to obtain a DVD of the audiovisual presentation, for use in a DVD player.

#### Also in this pack:

- An introduction to your CWS field worker.
- An order form for extra Christmas Appeal resources.

### How to use this kit

The kit material is a mechanism for focusing Christian love into action at a time when the focus can be self-centred. There are various ways of using this kit in services and as a fundraiser. Feel free to experiment. Use the resources best suited to your parish and ministry. You could use the four week by week

services and the single Christmas Day services, or the stand-alone CWS service. Use the material as the basis of teaching for children and young people, Bible in schools work, community carol services, or fundraising events. CWS's message of opportunity and hope links with the lectionary and Christmas messages. This year's theme is on giving people the opportunity to work their way out of poverty by having enough nutritious food, clean drinking water, education, health, decent incomes, and living in peace.

### Some tips from CWS supporters for a better appeal

"We raised more money last year by placing the appeal envelope on the pews before every December service."

"Our church organises a community carol service every year. The funds collected are donated to the Christmas Appeal."

"We got the children to dress in clothes from the four featured countries and they led the candle lighting."

"Our street appeal at the supermarket was a remarkable success - \$700 raised."

"St Marks has designated Advent Sunday as CWS Sunday so we give the appeal a major focus right at the start of December, then keep reminding people until after Christmas."

"For the first time we had a collection at our carol service which is why you received more from us this year than previous years."



### Frequently asked questions

#### • How is my donation used?

The appeal features the work of four organisations that CWS supports overseas. This is just a sample of what your donation could be used to support. CWS funds overseas development programmes, disaster relief, campaigns against the causes of poverty, and educates New Zealanders about global aid, development and justice.

#### • How can I be sure my money gets to those who really need it?

CWS has long, reliable and trusted relationships with its overseas partners. For humanitarian relief and development work, CWS gets money to its partners quickly. If disaster strikes where we have no partner, we can get funds to that country through ACT International, the worldwide group of church aid organisations like CWS. We're entrusted with large

sums from the New Zealand Government's overseas aid fund which can give us four dollars for every dollar we send overseas. The body responsible for those government funds reviews us and our partners every five years. We've always received good reports on our effective work. The last report, in 2006, commended our long commitment to reducing poverty and our excellent financial management.

#### • Other agencies want us to support their appeal. Why should we choose CWS?

Since 1945, CWS has been the churches' agency for development, justice and aid. Your money is sent where it is needed and is used as it is intended. In every dollar, 80 cents goes overseas for emergency relief, healthcare, education, job training, and work to seek justice in poor communities. We're trusted by individual donors, churches and the New Zealand government, which is borne out in favourable government reports on our performance. Our partners regularly report on the benefits of their activities to their communities.

#### Orders for extra resources

We've got plenty of free resources to enhance your appeal - more envelopes, posters, service notice sheets, posters in Maori, Samoan, Tongan, Fijian, Chinese, Korean and Afrikaans, overhead transparencies of Advent posters, and barometers to record your appeal target. You can buy packs of 10 candles, with an optional postage contribution. Please complete and return the enclosed order form by October 9.

You can also find resources at [www.cws.org.nz](http://www.cws.org.nz)



Pupils of St Margaret's College do a great job collating the kit materials.

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