

Appendix 6 Community News Release Sample

Text should be copied and pasted into the body of an email, not sent as an attachment. Email subject lines should be eye-catching and make the news desk want to open the email. Photos should be attached directly to the email, not embedded into attached documents. Photos should be engaging, high quality and if the media is print related, high resolution. For more information on media releases, contact Hannah Wilder, diocesan communications director: hwilder@edsd.org, 619-481-5456.

Contact: Your Name

Phone Number: Your phone number

Email: Your email address

FOR IMMEDIATE RELEASE

Date

Title: Together we made a difference

Text: **(Name)** Episcopal Church in **(Location)** pitched in to help the community of **(your city)** by taking on a Church Challenge in **(Month)** to help feed the homeless and hungry people. Since then the congregation has collected over **(XXX)** pounds of rice, **(XXX)** jars of peanut butter and jelly, **(XXX)** boxes of mac n cheese and **(XXX)** cans of beans!

This food-collecting effort was spearheaded by the rector **(or vicar)**, **(NAME)** along with the Sunday school children who, each week would enter church carrying their donations, thereby inspiring others to make the food mountain grow. At the end of each month the children would surround the donations at the altar for a blessing before it was delivered to **(Name)**.

“This project has been a good way to show that even the youngest child can help others and how, when we join forces, we can achieve so much,” said the Rev. **(priest’s name)**. Over **(XXX)** people have benefited from the congregation’s generosity. The faith community looks forward to feeding even more people **next month (or whenever is accurate)**.

