



Write Letters to Trans Folks

Tips for team events





Getting started...

Point of Pride is a 501(c)(3) non-profit organization that provides financial aid and direct support to trans and non-binary people who need healthcare.

Join thousands of people in Point of Pride's letter-writing project and send handwritten notes of love and encouragement to trans people around the world.

Your simple acts of kindness will be tucked into care packages, **reminding recipients that they are seen, valued, and not alone.**



www.pointofpride.org    





All you need is...

A space

Your letter-writing event can be in-person, virtual, or hybrid—we'll share tips for each option later.

Materials

Provide paper and markers plus whatever else you'd like: construction paper, blank greeting cards, pens, paints, crayons, stickers. Get creative! (Just skip envelopes, glitter, or bulky decorations.)

People :)

Bring together some volunteers. This is a chance to spark queer joy and build allyship together!



Guidelines

- Let recipients know they are valid, valued, and not alone. Speak from the heart.
- Cards can be long or short. Each message can be unique or repeated over and over—the most important thing is that they show care and thought.
- If you write in another language, please include an English translation as well.
- Don't include identifying information about yourself. (First name and location are fine if you'd like to sign your card.)
- Please don't place cards in envelopes.



Keep in mind

Write messages
general enough that
they don't reveal
someone's trans
identity if the note is
read by others.





Sample messages

**At the heart of every
message: positivity and
encouragement!**

“You are enough, always!”

“Be strong, be beautiful, be proud, be you!”

“I’m so proud of you, just for being you.”

“You are a gift to this world. Keep going!”

“I see you and you’re awesome. —A friend”



Resources

Here are some optional tools you can use to make your event a success!



“Volunteer here!” signage

Printable signs for your space

- [8.5x11" PDF](#)
- [24x36" PDF](#)



Sample messages signage

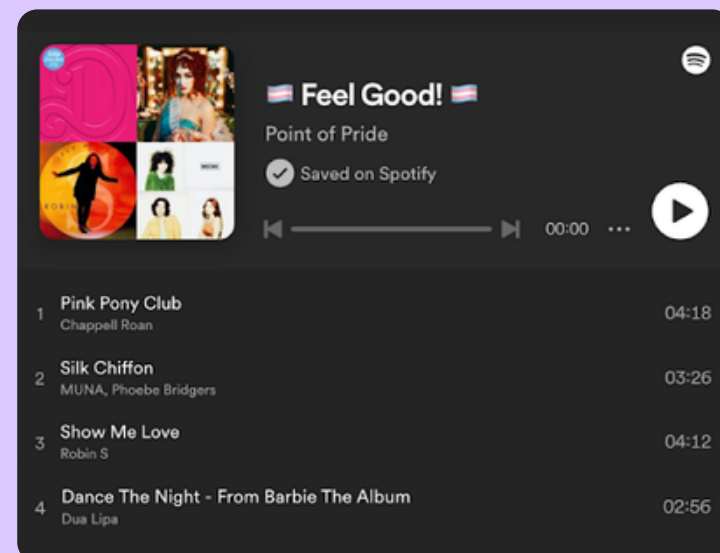
Printable signs for your space

- [8.5x11" PDF](#)
- [24x36" PDF](#)



Google Slides deck

[A template](#) to guide your virtual or hybrid event—use as is, or download and make it your own!



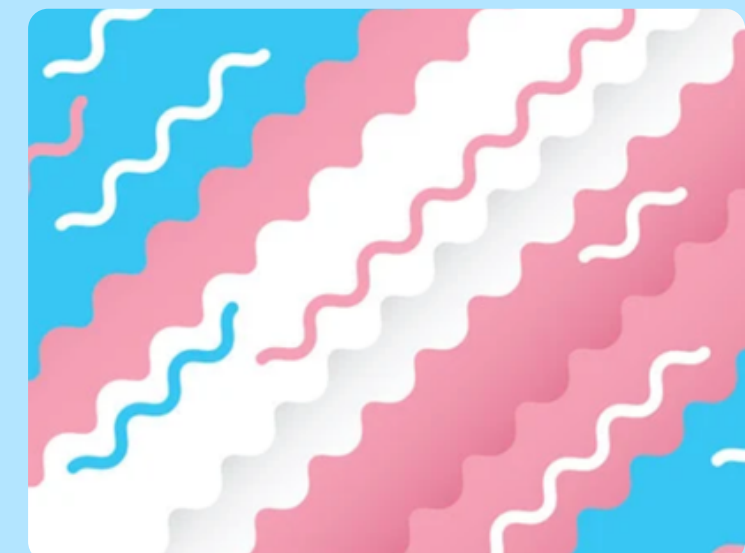
Spotify playlist

We’ve curated a [“Feel Good” playlist](#) of LGBTQ+ songs you can play while your team writes!



Thank you video

[A video](#) from our Executive Director that you can share with participants. (2:13m)



Print-ready postcard

Print at home, or send to your favorite printer.

- [5x7" PDF](#)

Up next: Tips from ERG leaders and people who've hosted letter-writing events!

Or, jump to page 12 for mailing instructions.





In-person events

- **Make it welcoming:** Add some fun touches—like decorations, music, or providing snacks or lunch to participants—to make the space inviting.
- **Keep it going:** Consider setting up a supply table in a shared space (like a hallway or conference room) during Pride month or another stretch of time. This way, people can stop by to make a card whenever they'd like, and everyone can watch the stack of cards grow together.





Virtual, hybrid, and multi-location events

- **Connect your spaces:** Link multiple offices into one video conference so participants can write together, and invite remote folks to join in.
- **Include Point of Pride:** Our staff or volunteers may be able to join live to give a quick welcome and thank participants. Reach out to us if this is of interest!
- **Digital card options:** If participants prefer to create digital cards, they can submit JPG or PDF files. Please email them to binders@pointofpride.org with the subject line “Digital cards attached,” in a ZIP file under 10MB (or share via Google Drive if larger.) Note: Each card is printed once to preserve its uniqueness.
- **Boost engagement:** Add fun challenges like “Everyone writes at least 10 cards” or “Who can make the most creative card?”
- **Celebrate at the end:** Ask participants to stay on until the close of the event to share their creations with one another—it’s a great way to end on a high note!



Discussion topics

As people write cards, it can be a great opportunity to spark meaningful conversations about LGBTQ+ topics. **You might offer a few open-ended questions or prompts for the group to reflect on together.** For example:

- Sharing personal experiences: coming out, building allyship, standing up for LGBTQ+ rights—whatever folks feel comfortable talking about.
- Sharing the messages participants are writing on their cards.
- Exploring ideas for creating inclusive, supportive environments.



Amplifying your team's impact

Cover shipping costs

Many groups opt to donate \$5 per card—the average postage cost for a support package. **Donations of any size make a big difference.**

If enclosing a check, please mark an envelope or add a sticky note labeled “TO POINT OF PRIDE STAFF.”

Unlock grants

Check if your company offers “Dollars for Doers” volunteerism grants. Your time spent writing cards may qualify for an employer match. We’re on Benevity, Goodera, Deed, and others!

OUR EIN: 81-2185477

Book a speaker

Pair your letter-writing with a presentation from Point of Pride on allyship, trans experiences, or LGBTQ+ workplace inclusion. These sessions spark reflection and deepen participants’ connection to the impact of their cards.



For donations, sponsorships, or speaking events, please email Jeff Main, Executive Director, at jeff@pointofpride.org.



Mailing instructions

*Point of Pride
PO Box 7824
Newark, DE 19714*

If you're mailing your cards with FedEx: please make sure to choose FedEx Ground, which works with USPS for the final delivery. Other FedEx options may not go through.

Stack your letters together and use a flat-rate mailer or box. This keeps things organized and saves on postage!

Before mailing: Please [fill out this quick form](#) so we can track your package. You'll get a QR code by email—print and include it inside. (No printer? Just include your name or email address inside the package.)

Ready-to-send checklist

- ☐ The cards are not in envelopes and do not contain glitter or bulky embellishments.
- ☐ **Want delivery confirmation?** Use USPS First Class for a tracking number.
- ☐ **Enclosing a donation?** Include a check payable to “Point of Pride” in an envelope or with a sticky note labeled “TO POINT OF PRIDE STAFF.”

Thank you

Thank you once again for helping affirm and empower trans community members who need it most.

We'd love to hear from you! Sharing testimonials from participants helps us show the impact of these events in building understanding and allyship for trans and LGBTQ+ people.

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