



SOJOURN SCHEDULE & PARENT MEETING (PM) OVERVIEW



Please use the QR code or visit www.sojournproject.org/film to watch the film on Sojourn.

*Proposed Payment Schedule is bolded, total tuition is \$4,300.00
 * Sojourn Office: for questions email info@sojournproject.org



<p>PM 1</p> <ul style="list-style-type: none"> Overview of Sojourn to the Past & Trip Itinerary Rules and Regulations Financial Assistance Enrollment Deposit Due: \$1,000.00 (pay online via the invoice link we will e-mail you. Or we accept cash or check today) 	<p>To Do Following Meeting/Before PM 2:</p> <ul style="list-style-type: none"> Write, proofread, and mail fundraising letter to at least 20 people Follow-up with a phone call within 1 week of sending letters Participate in at least 1 fundraiser Complete Financial Assistance Application and gather supporting documentation Complete medical emergency form (will be available to you in our on-boarding portal)
<p>Complete online for PM 2:</p> <ul style="list-style-type: none"> If applying for financial aid, have completed the digital Financial Assistance Application in our on-boarding portal. To be considered, you must make a program deposit (link to pay online will be sent to you) and include the following information: income documentation, copy of fundraising letter, 20 names and addresses of letter recipients. All of this can be uploaded to our on-boarding portal. Payment (\$1,100, if you receive donations, you can deduct that amount) 	
<p>PM 2 Date & Time: _____</p> <ul style="list-style-type: none"> Book distribution w/study questions Registration for college credit, review information Submit Financial Assistance Application and accompanying documents Payment Due: \$1,100 (can include donations) Turn in digital financial assistance application in our portal (deadline: by PM2) 	<p>To Do Following Meeting/Before PM 3:</p> <ul style="list-style-type: none"> Continue to follow up with phone calls * Participate in Second Fundraiser * Meet with your teachers & begin reading Sojourn will call you regarding Financial Assistance Funds 7-10 days before the Third Parent Meeting* <p>*If applying for financial assistance</p>
<p>Before PM 3</p> <ul style="list-style-type: none"> Forms you haven't completed yet (Medical Emergency Form, College Credit Form submitted on the portal) Payment Due: \$1,100 	
<p>PM 3 Date & Time: _____</p> <ul style="list-style-type: none"> Complete Roommate Form on portal Rules & Regulations Form on portal Payment Due: \$1,100 	
<p>PM 4 Date & Time: _____</p> <ul style="list-style-type: none"> Hotel & Airline information distributed (and will be available on the portal) Review packing list (also available on the portal) Review photography form (also available on the portal) Final Payment Due: Pay off any remaining balance on portal 	



SOJOURN PROJECT



Meeting 1 Enrollment Packet 2024-2025



First Lady Michelle Obama presents the 2011 National Arts and Humanities Youth Program Award to Sojourn to the Past. Accepting the award, which was presented in the East Room of the White House on November 2, 2011, are Jeff Steinberg, Founder and Executive Director, and Andrea Gonzales, California Student who participated in the program. Photo courtesy of Steven Purcell.

Testimonials from Sojourn Alumni

“...Before Sojourn, I was a lost and violent human being. I was close-minded and judgmental. My grades were suffering and I was lacking inspiration. I felt hopeless and unworthy. From Sojourn not only did I learn about the Civil Rights Movement, I learned about myself. I became motivated and it gave me a chance for a new start. I began to realize that I was capable of succeeding...I now attend college and am interested in becoming a lawyer or police officer. My grades are better than ever.”

Ingrid B., Sojourn Alumnus

“My personal Sojourn took place in 2007. As a sophomore at the time with an avid interest in public service, history and current affairs, I had high expectations regarding the knowledge I would gain through the opportunity to hear first-hand accounts from actual participants in the struggle for Civil Rights... To say that Sojourn is a transformational experience does not do the program justice. Students come away looking at history from an entirely different perspective – one that is very personal. These are no longer generic experiences and accounts, but events that impacted real people in substantial and significant ways – ways that continue to have a direct impact on how each of us experiences life today. My Sojourn deepened my resolve to commit myself to public service and to the fulfillment of Dr. King’s dream.”

Laurel F., Sojourn Alumnus

“The goal of teaching is to be able to instill confidence and skills in a student to go along with content knowledge and relate it to the student’s life. Sojourn was able to do that with me by teaching me as a high school student more than just the history of the Civil Rights Movement, but to take action and be a voice in my community. And, from the Sojourn program, I derived strategies that I now use in my teaching. I use the vision of Sojourn as a guide in my classes...as a result of Sojourn, my interest in community activism was heightened and continues to this day.”

Pablo Aguilera, Graduate Stanford University (participated in Sojourn as a high school student)-US History Teacher

PARENT COPY OF TUITION, WAIVERS, CANCELLATION POLICY

(retain for your records; a digital copy will also be available on our portal)

Tuition

The journey fee is \$4,300.00, which includes all books, entrance fees to museums and historical sites for instruction, college credit, security, speaker honorariums, transportation, food, lodging, etc. Payment should be made as follows:

- A.** Parent Meeting 1- You can turn in your deposit (\$1,000) and enrollment form online, via our portal.
 - a. If you cannot afford the deposit at this time, but want to travel and intend to fundraise, please complete the enrollment form in our portal online and contact our office (accounting@sojournproject.org) to figure out a payment for deposit. We will hold a spot as long as possible and book airline tickets once a deposit has been paid.
- B.** Parent Meeting 2- \$1,100 payment (from family, fundraising, donations, etc.)
- C.** Parent Meeting 3- \$1,100 payment (from family, fundraising, donations, etc.)
- D.** Parent Meeting 4- \$1,100 payment due or remaining final balance due

Notes:

Many businesses/corporations have matching gift programs that you may want to ask about as a resource to offset your child's tuition. If you, as a parent, work for an organization with a philanthropic arm, Sojourn is in need of donations to help our economically disadvantaged students participate.

If this suggested payment schedule isn't possible due to your financial situation, please reach out to our office. We want to ensure that every interested student can travel and regularly work with families to make it a reality for their children.

Sojourn Cancellation Policy

Sojourn to the Past is a not-for-profit organization. The following is Sojourn's cancellation policy:

- The \$1,000 deposit is non-refundable, effective immediately. In the event the school district cancels the trip, the deposit (less any non-refundable portions charged by airlines, hotels, etc.) will be credited towards a future Sojourn journey.
- With written notification, Sojourn will refund all payments (minus \$1,000 deposit) 60 days or more prior to departure. After this date, no refunds will be given.
- If the school district cancels the trip within 60 days of departure, Sojourn will make every effort to obtain a refund. Any payments that have been used to purchase non-refundable flights, etc., will be returned as a credit for a future Sojourn journey, if permissible by the airline.
- If a child is sent home because of a disciplinary issue, the parent /guardian, is responsible for the cost of transportation home and for any expenses incurred by Sojourn to the Past relating to the disciplinary issue.
- Sojourn to the Past does not provide travel insurance. Travel insurance is recommended. Below are 3 options to purchase trip insurance, you may also contact your insurance broker for more information.

Cat 70 Travel Plan
<https://www.cat70.com>

Tin Leg Travel Insurance
<https://www.tinleg.com>

HTH Travel Insurance
<https://www.hthtravelinsurance.com>

*Sojourn to the Past is not affiliated with any of these vendors

High School Enrollment and Deposit Instructions

Directions for Enrollment:

1. Fill out the registration form by scanning the QR code below.
2. You will then receive an email invitation to our on-boarding portal. Once you have portal access, please complete the enrollment form as soon as possible.
 - a. Students will not be considered enrolled until the Enrollment Form has been completed.
3. Once portal enrollment is complete, an invoice for the deposit will be e-mailed to you. If you choose to pay via the invoice link, you will get an immediate receipt for your records.

This portal will be home to all other trip requirements such as payments, required forms, financial aid applications, fundraising, study guides, travel information, etc. Any questions, comments or clarifications about the trip will also be done in the portal.

If you have not received an email to finish enrollment for the portal, please contact info@sojournproject.org.

***Fundraising:** If you are fundraising your deposit, please follow the necessary steps to create your portal profile. Once on the platform, there will be instructions on how to start fundraising, and you'll get your unique crowdfunding page link to share on social media.

Portal Registration Form



Once you use this QR code to fill out the jotform / enrollment you will receive an email to invite you to your travel portal to streamline your Sojourn trip. Filling this out does not commit you to coming, it allows us to hold your spot regarding the airlines (even though we cannot book your flight until we receive your deposit).

SCHOLARSHIP & WISHLIST FINANCIAL ASSISTANCE – HOW TO APPLY ONLINE

Sojourn to the Past recognizes that tuition cost for the eight-day immersion journey can be challenging for families. The following financial assistance programs are available. Please read all guidelines carefully to determine which program you are eligible for.

Categories of Financial Assistance:

- A. Scholarship-** Financial aid provided by Sojourn will cover between 1-40% of the cost of your journey, therefore you must participate in fundraising activities.

Scholarship Income-level requirements for household:

If the # of dependents (including parents) is:	2	3	4	5	6	7	8	More than 8
Then family income must be less than:	\$37,814	\$47,757	\$57,720	\$67,673	\$77,626	\$87,579	\$97,532	+ \$9,953 for each additional member

Financial Aid/Scholarships are based on the federal Child Nutrition Program Income Eligibility Guidelines

- B. Wish List-** If your household income is higher than the table above, but you still need financial assistance please complete the following steps.

Checklist for Applying for either A or B

Your application will only be considered if you have paid a deposit and if you submit the following online:

- Complete application in your online portal
 - o A copy of your income documentation such as: Page 1 ONLY of your most recent tax return (1040) OR documentation such as letter from the welfare department confirming that you now receiving assistance
 - o A copy of your sample letter for fundraising
 - o Fundraising letters chart (List of names/addresses of the 20+ people to whom you already sent your letter)
 - i. Do not need donation amounts if they are donating through your crowdfunding.
- Register for college units at the 2nd parent meeting by submitting filled out application on your online portal

NOTES:

- Sojourn should not be the default means of funding; we are the last resort. You should be the primary fundraiser through your letters and or another fundraising activity. Please see sample fundraising letter and tips support.
- Parent/guardian must attend all parent meetings prior to the journey. If you qualify and meet criteria, a Sojourn staff member will contact you shortly before the fourth meeting.
- The security of your personal/financial information is of the utmost importance, and we will take every measure to protect your confidentiality.

TIPS FOR WRITING YOUR FUNDRAISING LETTER

Over the years Sojourn students have fundraised in a variety of ways to help pay for the cost of the journey. Students have found that far and away the most effective way to raise money is letter writing. Students have raised as much as \$1.5 million through letter writing alone! We encourage everyone to write letters, even those who can pay for the journey in full. However, **writing and sending out at least 20 letters is a requirement to be eligible for financial assistance**. Letter writing is the simplest and most effective form of individual fundraising you can do. Just follow these simple steps:

1. Write your letter—This is going to be the template letter that you use to send to everyone, so spend some time on it and really personalize it. Look at the ‘Sample Fund Raising Letter’ on the reverse to help get you started.

i. **An editable/downloadable version can be found in your portal under Fundraising**

2. Make a list of at least 20 people to whom you will send the letter. You can do this in your portal.

a. The key to success is not only writing a great letter but sending it to the right people who are most likely to support you, people who already know you.

b. Who to write to?

- o Family members
- o Family friends
- o Parents’ coworkers
- o Pastors
- o If you also want to send your letter to local businesses, be sure you know exactly who you are sending your letter to and that you have a phone number to contact that person. Letters addressed to a Company, rather than an individual at the company, are usually not read.
- o People you see regularly
- o Mentors
- o Neighbors
- o People who you know support civil rights (even celebrities if you personally know them).

3. Personalize each letter for the person you are sending it to. You can draft the template on the computer and simply change the name and address in each letter.

4. Send out at least 20 letters to qualify for financial assistance.

a. Letters can be emailed or mailed

b. It is a good idea to include a brochure with every letter and is available in your portal under Fundraising

5. One week after sending out the letters, follow up with a phone call. This is mandatory to qualify for financial aid.

It is very important that you follow up with a phone call and say, “I just want to make sure that you received my letter. Also, I’d like to answer any questions that you might have about the program.”

Be patient and appreciative, whether the person decides to donate money or not.

6. Send a “Thank you” card. Be sure to show your appreciation to your donors by sending them a thank you note within one week of receiving their donation. Donors also appreciate a note after the journey to hear how you’ve benefitted from their help.

Task Checklist

--- Write fundraising letter and make a list of 20+ people to send it to

--- Send out all letters

--- Make Follow Up Phone Calls

--- Send Thank You Cards

Due Date

Within 1 week of meeting

Within 10 days of meeting

Within 17 days of meeting

Within 1 week of returning

SAMPLE FUNDRAISING LETTER

(Suggested language only. Make the letter your own, but proofread carefully).

<Recipient Name>

<Address Line>

<Address Line 2>

<Date>

Dear _____,

I am very excited to tell you that I have the opportunity to participate in *Sojourn to the Past*, a unique educational program. Sojourn was honored at the White House by First Lady Michelle Obama with the nation's highest honor given to an after school program in the arts and humanities. In order to participate, however, I need your help. I would not ask if it was not important to me.

The Sojourn program takes students to the southern United States, where we retrace the steps of the Civil Rights Movement of the 1950s and 1960s. This journey is not a vacation. It is a powerful academic eight-day, seven-night experience where we will be traveling to the sites of historical occurrences in Alabama, Arkansas, Mississippi, and Tennessee. We will be studying on moving classroom buses and at museums, historical sites and other venues, as well as getting the exciting opportunity to hear from and speak with several veterans of the Civil Rights Movement about their experiences.

These leaders are true American heroes and I expect to learn both from them, and from the lessons of the Civil Rights Movement, many important qualities that will improve my life now and in the future. Some of these qualities are acceptance, nonviolence, courage, compassion, forgiveness, and civic responsibility. I believe this journey will help me become a better student and advance myself as a member of society. Some speakers I will be learning from are Elizabeth Eckford, one of the Little Rock Nine, and Joanne Bland, who marched on Bloody Sunday, both of whom have dedicated their lives to fighting for justice and equality.

The main reason I want to go on this journey is because **[write your own reason speaking from your heart.]**

The tuition for this educational journey is \$4,300. This covers the airfare, the moving classroom buses, meals and lodging, entrance to museums, books and curriculum, as well as a registered nurse and security. The problem is that I cannot afford to pay the tuition myself. This is why I am asking for your help. **Your donation helps students like me go on the trip.** No donation is too small and because *Sojourn to the Past* is a nonprofit organization, your donation is tax deductible. You can learn more about Sojourn by visiting the website at: www.sojournproject.org

If you can help me participate by making a donation, please:

- Make your donation to Sojourn to the Past through my crowdfunding page: **insert personal link made under the fundraising tab in your portal**

I cannot thank you enough for any assistance you can give me and if you cannot help, thank you for your time in considering my request.

Sincerely,

[YOUR NAME TYPED with SIGNATURE ABOVE]

***Please Note: You can also include a brochure with each letter you send. Email the office for how many brochures you would like and an address on where to send them. If you send in donation checks into Sojourn, please include a note with your name and school so that we can easily identify you!**

FUNDRAISING IDEAS

Sample Names Chart

Individual Fundraisers

- Get a job
- Babysit
- Tutor
- Ask that your birthday gifts be money to be applied to your journey
- Find out if your parents' workplace matches donations and set up a match grant
- Offer to do chores for your neighbors (walk the dog, mow the lawn, etc.)
- Clean out your room and hold a garage sale
- Make dinner for the family and have a "Tip Jar"
- Ask your friends for a donation
- Have a bake sale

Group / School Fundraisers

- Have a car wash
- Have a bake sale
- Organize a raffle with prizes donated from local businesses/community members
- Do a restaurant "Take Over" where part of the proceeds go to support the journey
- Sell candy or school supplies
- Have a pancake breakfast or spaghetti dinner
- Have a bingo or trivia night
- Sell cookie dough
- Sell wristbands (i.e. Breast Cancer Awareness)
- Use websites like Indiegogo and Fundly to raise money for the journey
- As a group reach out to someone like Ellen DeGeneres or a corporation such as Salesforce, Google, Apple, etc.
- Go Fund Me page (they do keep a % of all money raised)

Holiday Ideas

- Ask that your holiday gifts be money to be applied to your journey
- Sell holiday treats

Community / Local Business Involvement

- Ask your church for a donation
- Write a letter to your newspaper asking people to donate
- Arrange to speak to local service organizations and request a donation; e.g. local Rotary Club or Lion's Club
- Organize a raffle with prizes donated from local businesses/community members
- Gift matching grants from businesses

FUNDRAISING LETTERS CHART (Sojourn Copy)

Write to: family members (grandparents, aunt, uncles, cousins who work), family friends, parents' coworkers, pastors, people you see regularly, mentors, neighbors, people who you know support civil rights and nonviolence, etc. **Must be turned in with Financial Aid Application.**

	Name	Home or Email Address	Date Sent	Follow-up Call Date	Donation
1	Sadie Smith	ssmith105@hotmail.com	9/1	9/7	\$160
2	Uncle Bill	123 Sesame Street New York, NY 01234			\$300
3	Aunt Pam	pamt@hotmail.com			\$300
4	Grandma Karen	delivered in person			\$200
5	Grandma Sue	" " "			\$50
6	The Raymonds	" " "			\$160
7	Mr. Acevedo	I delivered at school			\$25
8	Maria Rivera-Abrigo	delivered - next door neighbor			\$25
9	V. Patel	Dad delivered at work			\$160
10	Ms. Gibbs	" " " "			\$160
11	Eva Andreas	" " " "			\$160
12	G. Fishbeck	" " " "			\$500
13	Rev. Nixon	delivered at church			\$160
14	Ken Jackson	" " "			\$40
15	Katie Singh	" " "			\$25
16	George Reeves	" " "			\$25
17	Mr. Mason	delivered by mom			\$300
18	Chloe Simms	" " "			\$300
19	Marcus Weigel	" " "			\$75
20	Reena Charles	" " "	9/1	9/7	\$75

*Any extra \$ raised goes to help fund scholarships for students in need.

TOTAL: \$3200

FUNDRAISING LETTERS CHART

(This form is available in the portal and can be filled in online)

Write to: family members, family friends, parents' coworkers, pastors, people you see regularly, mentors, neighbors, people who you know support civil rights and nonviolence, etc.

	Name	Home or Email Address	Date Sent	Follow-up Call Date	Donation
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
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