



write around portland.

## Frequently Asked Questions [rev. 3.11.09]

### **What is Write Around Portland? What do you do?**

Through a unique model of writing workshops coupled with published anthologies and community readings, Write Around Portland helps people transform their lives and our city.

Our writing workshops are offered at no-charge to people living with HIV/AIDS, veterans living with PTSD, survivors of domestic violence, adults and youth in recovery from alcohol and drug addictions, low-income seniors, people in prison, teen parents and others who may not have access to writing in community because of income, isolation or other barriers.

### **How did Write Around Portland get started? Are there similar programs in other locations?**

Write Around Portland was founded in 1999 by Liza Halley and Ben Moorad, two writers who wanted to share their love of writings with others as a tool to build community. Both are still deeply involved in Write Around Portland – Liza is a member of our Resource Council, and Ben serves on our Board of Directors.

Write Around Portland's model is unique, and there are no other programs doing exactly what we do. However, we have assisted other organizations in creating and expanding community writing programs similar to ours, such as Creative Arts for Everyone in Seattle, New York Writers Coalition in NYC, and groups in Arizona, Mississippi and North Carolina.

### **I would like to take a Write Around Portland workshop. How do I do that?**

Write Around Portland holds three workshop series a year. Our spring and fall workshops run for 10 weeks, February – April and September – November. Our summer workshops run for 8 weeks, June – July. You can call us (503.796.9224) any time to let us know you are interested in signing up for the next workshop series. We will help you find the workshop that best works for you or will sign you up to receive information about upcoming workshops.

If you are a member of an organization, a client of an agency or a tenant at one of the housing providers where we hold workshops, you may also have the opportunity to sign up through them. We also hold "open" workshops for adults living on a low income and/or with a disability. These workshops are free of charge to participants. All materials, including writing journals, snacks and beverages are provided. Bus tickets and childcare are provided for individuals who need them.

You can learn more about specific workshops on the "Events" page of our website.

**I don't think I'm eligible for your workshops because I'm not low income, but I want to take a workshop. What do I do?**

You are in luck! In 2008, Write Around debuted a new workshop designed just for you called *Prompt: A Community Writing Workshop*. We will offer 3-4 *Prompt* workshops a year. Based on the acclaimed Write Around Portland model, this dynamic workshop incorporates many of our favorite writing exercises designed to inspire the writing life. Like our traditional workshops, this workshop meets 2-hours per week for 10 weeks at the downtown Powell's, is facilitated by a veteran facilitator, and costs \$285 (payment plans are available).

We also hold writing workshops open to everyone at HOTLIPS pizza on Hawthorne Blvd. We hold them every third Thursday morning (and some Sunday mornings) for 2 hours. A tax deductible contribution of \$20 is suggested. These workshops are perfect for the new and seasoned writer. Start your day with breakfast pastries, coffee, tea and the written word.

**I would like to volunteer. What is the process to get involved? What types of volunteer activities are available?**

We are always accepting new volunteers, and do our best to make the process easy and in-tune with individual needs, skills and interests. We ask potential volunteers to first fill out a one-page volunteer application. You can request an application online, call our office, or stop by and pick one up. Applications are typically sent by regular mail or email. Once we've received the completed application, we invite new volunteers into the Write Around office for a one-on-one orientation. Orientations typically take about 30 minutes, can be scheduled at the volunteer's convenience, and give both us and the volunteer a chance to ask substantive questions and discuss next steps. Volunteers sign up for their first shift at this orientation, and are trained on particular jobs or tasks at the start of each shift.

Our volunteer activities fall into five broad categories:

1. In-office work (database, filing, phones, helping us prepare for workshops)
2. Events (readings, fundraisers)
3. Mailings (we do 4-6 large mailings a year)
4. Childcare (to enable low income parents to participate in our program)
5. Anthology production (we produce 3 anthologies each year)

There are substantial opportunities to be involved with each kind of work, and because our program is cyclical (with 3 workshop cycles each year), we repeat each type of volunteer activity multiple times throughout the year. You can find out more information on the "Get involved" page of our website.

**I am interested in facilitating a Write Around Portland workshop. How do I do that?**

Write Around Portland holds two volunteer workshop trainings a year, one in January and one in late spring. We accept 12 volunteers into each training, which is a 27 hour commitment. We are looking for applicants reflecting the full diversity of our community and who have the ability and commitment to working respectfully with people who are low income, experiencing isolation or may otherwise face barriers to writing in community. Individuals who

have oral and written fluency in a language(s) other than English or with experience in writing groups or workshops, a history of community involvement and volunteerism and/or group facilitation are encouraged to apply. Please check the Write Around Portland website or call for specific application deadlines. Facilitator applications can also be downloaded from our website on the "Get involved" and "Events" pages.

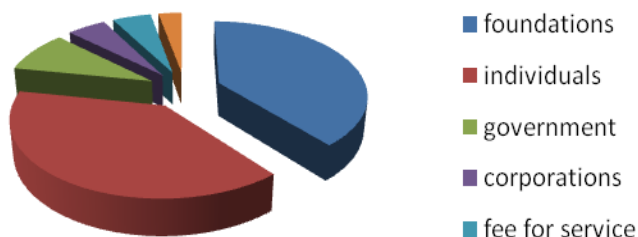
**My organization/agency would like to host a Write Around Portland workshop for the people we serve. How do we make that happen?**

Write Around Portland provides our workshops in partnership with a wide variety of social service agencies, community organizations, public entities and schools to provide writing workshops for these agencies' clients, patients, students and tenants. We provide workshops for both adults and middle- or high-school age youth. Organizations interested in partnering to host a workshop are encouraged to contact the Write Around Portland office. A meeting will be set to discuss workshop details. While the workshop is free to all participants, partnering agencies are asked to financially contribute what they are able to help off-set workshop costs. They receive a free copy of the anthology and are invited to attend Write Around Portland's public reading held at the end of the workshop. You can download a copy of our workshop partner brochure on our website on the "About us" page.

**How is Write Around Portland funded?**

Write Around Portland receives generous support from individuals, foundations, government agencies, businesses, our partner agencies, anthology sales and fees for our *Prompt* workshops.

## Write Around Portland Funding



**I want to donate money. How do I do that?**

Thanks for planning to make a donation! Gifts of all sizes make our workshops, anthologies and readings possible. We really couldn't do this work without the support of individuals. We'd like to make this easy. If you don't find what you're looking for here, please call and let us help.

You can donate **online** by clicking on the red Donate Now button in the right hand margin of our website. We accept Visa, Mastercard and American Express.

**Mail** your check or credit/debit card information to Write Around Portland, 917 SW Oak St, Ste 406, Portland, OR 97205. Make checks payable to "Write Around Portland."

**Call** Write Around Portland at 503-796-9224. We can take your credit/debit card information over the phone.

Please let us know if your employer matches gifts. It's a great way for you to make your gift go even further.

To make a gift of stock, to leave Write Around Portland in your will, to become a monthly donor, or to discuss other options for donating please contact our Development Director at 503-796-9224.

Write Around Portland is a private, nonprofit 501(c)3 organization (Tax ID number: #841482706). Contributions to Write Around Portland are tax deductible to the full extent of the law.

### **I want to donate writing journals. How do I that?**

On the first day of each new workshop we set journals, donated by members of the community, out on the table. Each participant chooses his or her own journal. As you can imagine, this is a special moment. We are honored to have your support in making that possible.

We accept donations of new, unused journals or notebooks. With more than 450 participants each year, all journal donations are quickly put to use providing an ongoing connection for new writers.

You are welcome to drop journals off at our office or to call and see if we have any journal drives happening in your neighborhood. If you can't get to our office you can send journals to us at: 917 SW Oak St, Ste 406, Portland, OR 97205.

If you would like to collect journals at your book group, place of work, yoga studio, or anywhere else you frequent, please call us at 503.796.9224. We have materials to help you set up a small or large writing journal drive for any occasion.

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### **I want to publish my writing. Will you do that for me?**

Write Around Portland publishes the writing produced by our workshop participants during the 8-10 weeks a workshop meets. We publish three anthologies of participant writings each year. If you are eligible to join one of our workshops, this would be the only way to publish your work with us. Otherwise, we are unable to assist with individual writing projects. There are many other resources available in the greater-Portland area. One place you can contact is the Independent Publishing Resource Center. They can be found on the web at <http://www.iprc.org>.