



Operation Good Cheer SM





“Making Christmas wishes come true”


2010 Donor Guidelines:

This annual, entirely volunteer Christmas gift-giving program touches the lives of thousands of children placed in foster care, residential treatment facilities, and group homes each year. Thanks to your participation Operation Good Cheer will positively affect the lives of children, youth, and adults with disabilities across the state. Whether you have chosen to individually sponsor a child or are participating with your family or company, your commitment will “make Christmas wishes come true” for the children of Operation Good Cheer. You can never imagine how much your generosity is appreciated.


We have provided the guidelines below to assist in your participation this year. Please refer to them for important information regarding the purchasing, wrapping, and delivery of gifts for your sponsored child.

Purchasing Gifts...


-  Each “Wish List” is personally created by the sponsored child to give them the opportunity for the most memorable Christmas possible. Included is a small personal profile, as well as six gift requests. Operation Good Cheer has **a three gift minimum** for each child, to ensure the children enrolled see the same number of gifts for everyone. If you choose to purchase more than the required three, please wrap the gifts in a way so there are only three packages for the child. The children are often present during the gift sorting and delivery at the agency; no child wants to see three gifts for themselves and six gifts for another child.
-  Please keep receipts for gifts purchased. Gifts may need to be exchanged if they are damaged during transportation or a child has out-grown a size. If a receipt is needed Child and Family Services of Michigan, Inc. will contact you.
-  Gifts do not have to be the exact wish described. The personal profile provided on each “Wish List” can be helpful in giving you an idea of the child’s likes and choosing an appropriate substitute. Please do not worry if you cannot grant a wish exactly.
-  Child and Family Services of Michigan, Inc., makes every effort to review every “Wish List” before it is forwarded to donors, unfortunately this isn’t always possible. You may receive a list with questionable gift requests. Examples of these can be music, movie, or game requests with questionable content. The reason a child was placed in care, along with their age can assist in giving you a better idea if it is appropriate for them or not. Also, many of the children in Operation Good Cheer are placed in rural areas and will request items for hunting or fishing. These items are approved by the agencies the child is placed with and are used in agency activities, as well as with their foster families. These activities give the children positive reinforcement, an active attachment with their care giver and further lead them away from negative thoughts and behaviors. But please, use your best judgment and never purchase anything that makes you uncomfortable. If you need further assistance, feel free to contact our office.

 For many of the children in Operation Good Cheer, this is often their first time receiving gifts for Christmas; because of this we want their Christmas to be as special as possible. Though we appreciate your good intentions, ***please refrain from sending used gifts to the children.*** If you are interested in donating used books and toys, please contact our office.


Wrapping Gifts...


 Attached to each Wish List are two sheets of labels. These labels contain important tracking information for each child and cannot be altered. If you lose or, for any reason, need additional labels, you may contact our office and we will supply them. If you decide to create your own; please ensure they have the same format as the original; including color, spacing and size.


- After wrapping the gifts, please place one of each label (one with the child's name and one with the colored number) on two opposing sides of each wrapped gift. These labels provide our delivery and tracking system, and both are necessary to ensure your gifts get to your sponsored child.
- If you have problems wrapping a certain gift due to size, please feel free to just place a bow and the gift labels on it. The agency and child will gratefully accept it.
- When you have finished wrapping and labeling the gifts, please divide the gifts according to the colored number label and place in large clear plastic bags to protect it during transportation. When this is completed you will have all 10's in one bag, and all 11's in another, regardless of the child's name.

 Due to the backgrounds of the children enrolled in Operation Good Cheer, this program has to remain confidential. Please refrain from including cards or letters along with your gifts, or labeling them with your name. Gifts received with any personal information from the donors are reported to our agency.

Delivery...

 Please expect to receive your gift delivery/collection information in November. ***Please do not deliver your gifts to any location before you hear from our agency.*** Gift drop-off locations can only receive gifts at scheduled times and the locations change from year to year.

 Gifts are transported to Oakland County Airport on ***Friday, December 3rd, 2010***

 Spirit of Good Cheer flight will be ***Saturday, December 4th, 2010.***

Please remember all gifts and donations are tax deductible.

Operation Good Cheer
Child and Family Services of MI, Inc.
2157 University Park Drive
Okemos, MI 48864

(517) 349-6226  Fax: (517) 349-0969

www.c fsm.org  ogc@c fsm.org