

## Dear Community Friends,

I am writing to inform you that the printing of the Neighbor to Neighbor newsletter is being discontinued. A postcard will be sent to residents who usually receive Neighbor to Neighbor in the mail to direct them to [www.sunnyslopecommunity.org](http://www.sunnyslopecommunity.org) and facebook pages for information.

Although we will no longer have the printed version of the newsletter, this is also an opportunity for us in John C. Lincoln Community Development to deliver your information in a more timely manner. We will continue to distribute community news via [SunnyslopeCommunity.org](http://SunnyslopeCommunity.org) and through the Sunnyslope WINS, Desert Mission, and JCL Facebook pages.

We invite you to email us your Sunnyslope news at [news@sunnyslopecommunity.org](mailto:news@sunnyslopecommunity.org). Submissions are due Monday of each week for regular web updates.

### The following format for submissions is required:

#### Articles

Choose one of the following to describe story category:

What's Going on in Your Neighborhood

What's Going on in the Business Community

What's Going on in Recreation

What's Going on in Housing

What's Going on in General

Include a title



Information should be submitted in paragraph format - **no more than 100 words**. For more words, please include a link to your web site where a "full story" resides, or provide us with a PDF or word document of a flier which we will post.

Include contact information for more information: name, phone and/or email address.

#### **Calendar of Event Listings for FREE events** may be submitted in a different format:

Title of Event (include link where more information can be found)

Event Date, Event Start Time

Event Location, address (must be within Sunnyslope boundaries of 19<sup>th</sup> Ave, 16<sup>th</sup> St.; Northern, Cactus)

Topic/Speakers (if appropriate)

When writing your information, please keep in mind our target audience: Sunnyslope residents and business owners. Our secondary audience includes local media, elected officials who represent Sunnyslope and individuals looking to learn more about the area. *We reserve the right to determine if content is relevant to our audience and edit copy as needed.*

In order to stay fresh, stories will stay on the web site through the event date or for 1 month.