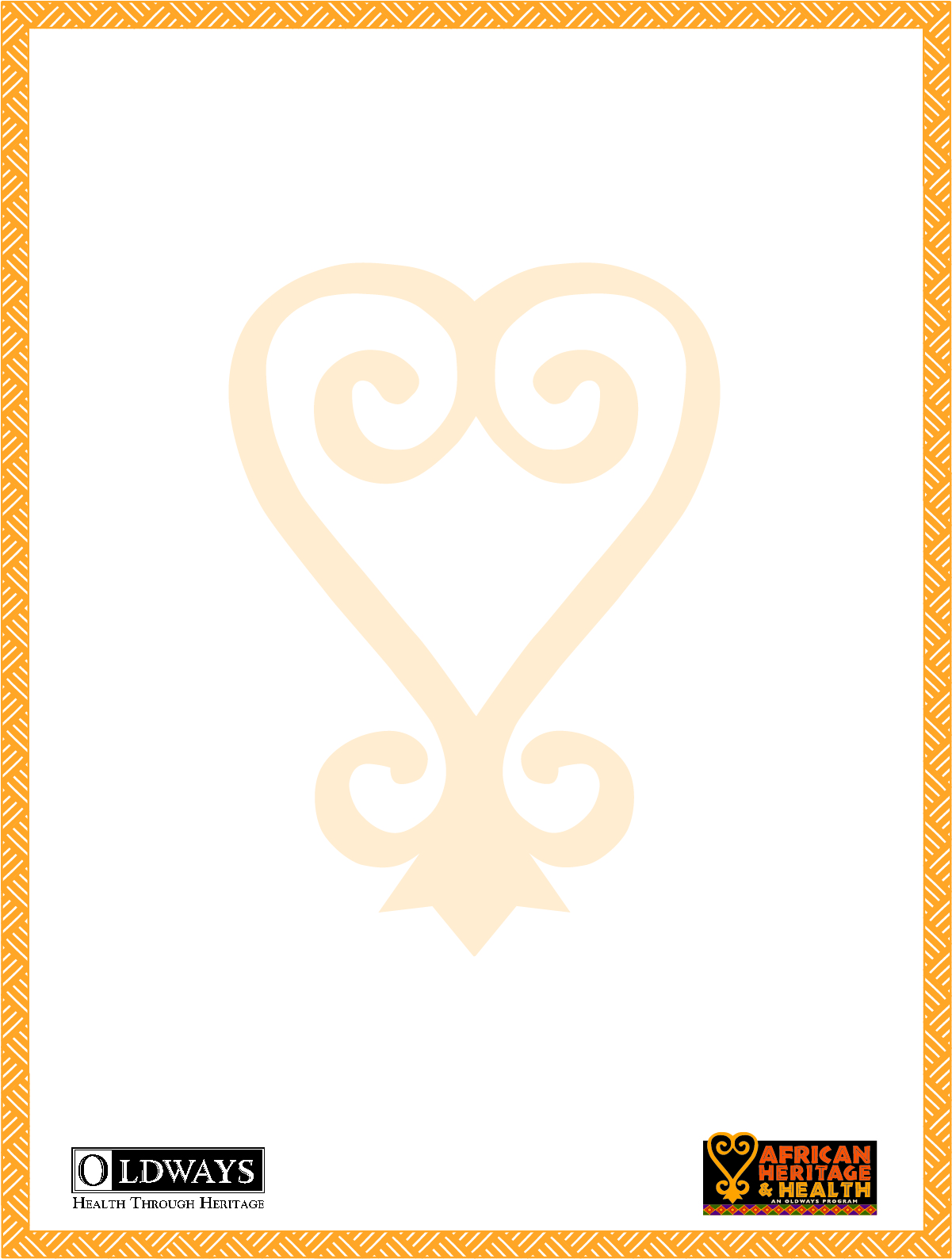
**Venue Outreach Email Template**

Dear **XYZ**,

My name is \_\_\_\_\_\_\_\_\_\_ and I am a volunteer teacher for [Oldways](http://www.oldwayspt.org), a nutrition education nonprofit that promotes traditional healthy eating patterns and cuisines from cultures from around the world.

Oldways has started an African Heritage & Health initiative, which promotes the healthy traditional foods, cuisines and eating patterns found throughout African American ancestry. This initiative includes a six-week nutritional cooking program called [A Taste of African Heritage](http://oldwayspt.org/programs/african-heritage-health/a-taste-african-heritage-cooking-classes) that teaches about the plant-based, whole food eating traditions found across the diaspora, from Africa, South America, the Caribbean, and the American South.

The A Taste of African Heritage program is comprised of six lessons taught by volunteer instructors, like me, all around the country. Currently, I am looking for a cost-free location where I can offer this nutrition series to an audience of about 10 people, one day a week for six weeks. Each class is approximately 2hours long.

I was wondering if this would be something that **XYZ** would be interested in hosting? The program is designed to be low- to no-cost to participants. The cost for ingredients for the whole six weeks is just $250 total, which can either be covered by the host site, hosting a community fundraising dinner, or by charging a small fee to the participants.

While a kitchen area would be ideal, we can tailor the class to make it appropriate to the available space. Your venue is an ideal location because \_\_\_\_\_\_\_\_\_\_\_\_ (example: “**XYZ** has a kitchen space, an open area for tables and teaching, and a food pantry for students to visit following class—it’s perfect!”).

To give you a better idea of what the A Taste of African Heritage program is all about, I am attaching Oldways’ program report, the program overview, and this news article from the [St. Louis Post-Dispatch](http://www.stltoday.com/lifestyles/health-med-fit/health/african-americans-learn-culinary-traditions-of-ancestors-as-way-to/article_d56aa9fb-dc92-5554-b693-e31c29fb414f.html) – one of many articles from local and national news sources describing the program and its venues.

The Program Assistant for Oldways' African Heritage & Health initiative is copied on this email in case you have any questions about the organization or its broader mission.

Please let me know if you would like to discuss this possibility further. Thank you so much you’re your time today and for considering this proposal.

Thank you,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Teacher’s Name)