

FOIA MARKER

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Collection/Record Group: Clinton Presidential Records

Subgroup/Office of Origin: National Service

Series/Staff Member: Jim Kreidler

Subseries:

OA/ID Number: 1285

FolderID:

Folder Title:

Summer of Service Challenge Mail - 6,000 Plus Letters Sent - by Jim Kreidler and Team [1]

Stack:

S

Row:

66

Section:

2

Shelf:

5

Position:

2

MEMO

TO: Jennifer Eplett-Reilly
FROM: Jim Kreidler
RE: National Service Challenge Mail
DATE: April 27, 1993

I wanted to let you know that after consultation with Eli and Rick, we will be dropping the President's Summer of Service Challenge mail on Monday, May 3rd so that the mail arrives as close to the Tuesday announcement and press coverage of the Summer of Service sites.

Each person who has written to the White House will receive a Summer of Service packet with three enclosures:
See Attached.

1. One of three letters from Eli (White House letterhead).
 - * letter for 17-25
 - * letter for under 17 and over 25
 - * Letter for age unspecified
2. A listing of the Summer of Service sites.
(SOS Letterhead)
3. A response mechanism in the form of a letter which people can send into the site which is closest to them.
(High Quality Bond Paper)

I have spoken to Phil and he says that it will be possible to give some instruction to site directors for tracking people who have written the White House on the leadership training week.

THE WHITE HOUSE
WASHINGTON

*"I challenge a new generation of young Americans to a season of service:
to act on your idealism by helping troubled children, keeping company
with those in need, reconnecting our torn communities."*

President Bill Clinton, January 20, 1993

May 3, 1993

Dear Friend,

Thank you for writing to President Clinton to express your interest in the Summer of Service.

We are excited and encouraged by the more than 5,000 letters we have received from Americans eager to commit to revitalizing our country. National Service will bring out the best in America by strengthening communities, offering opportunities for learning, and rewarding individual responsibility.

Enclosed please find a listing of the Summer of Service sites and a letter to send to the program nearest you. Due to the tremendous response, the selection process will be highly competitive. I wish you every success.

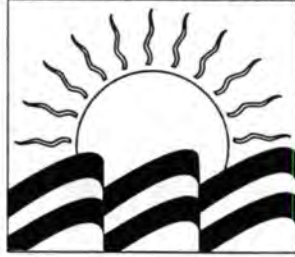
With your help, we will continue to renew our communities and rebuild America.

Sincerely,



Eli J. Segal
Assistant to the President and
Director of National Service

SUMMER OF SERVICE



This summer nearly 1,500 young people from across the country, ages 17 - 25, will participate in the President's Summer of Service program. They will serve their communities through a rigorous program addressing the educational, health, public safety, and environmental needs of children at risk.

The Commission on National and Community Service, which is responsible for implementing this initiative, received over 430 program proposals. Sixteen were selected to be part of Summer of Service and were announced on May 6, 1993. The White House Office of National Service received over 5,000 letters from young people in response to the President's Summer of Service challenge.

The opportunities available are diverse and exciting. Summer of Service participants will:

- o Teach children to read, write, and gain critical thinking skills,
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- o Build homes, playgrounds and urban gardens, develop recycling programs, and refurbish schools and public housing.

If you are interested in being a part of the Summer of Service in your area, and are between the ages of 17 and 25, mail the enclosed form with information about yourself to a program listed on the reverse side of this sheet. Remember that space is limited and competition will be tough. The local programs have the responsibility for considering and selecting applicants.

(over)

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UCLA
Los Angeles, CA 90024

East Bay Conservation Corps
Joanna Lennon
East Bay Conservation Corps
1021 Third St.
Oakland, CA. 94607

Response to the President's National Service Challenge
Summer of Service Applicant

Date: _____

Name: _____

Address: _____

City/State: _____

Zip: _____

Phone: _____

Dear Summer of Service Site Director,

I am interested in participating in your Summer of Service program. Enclosed is my resume and/or pertinent information about me and the address where I may be reached between now and June 21, 1993.

I appreciate you giving my application every consideration. Thank you.

Sincerely,

Attachments

THE WHITE HOUSE

WASHINGTON

*"I challenge a new generation of Americans to a season of service:
to act on your idealism by helping troubled children, keeping company
with those in need, reconnecting torn communities."*

President Bill Clinton, January 20, 1993

May 3, 1993

Dear Friend,

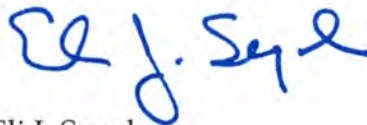
Thank you for writing to President Clinton to express your interest in the Summer of Service.

We are excited and encouraged by the more than 5,000 letters we have received from Americans eager to commit to revitalizing our country. National Service will bring out the best in America by strengthening communities, offering opportunities for learning, and rewarding individual responsibility.

Your interest in our program is greatly appreciated. Due to the tremendous response, the summer program will be offered only to those aged 17 to 25. We will gladly keep your name on record and continue to send you information on how you can get involved in future initiatives.

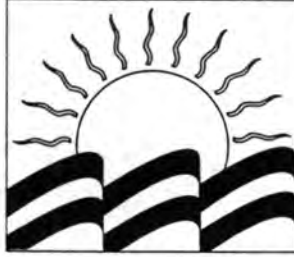
I hope we can continue to work toward rebuilding our communities.

Sincerely,



Eli J. Segal
Assistant to the President and
Director of National Service

SUMMER OF SERVICE



This summer nearly 1,500 young people from across the country, ages 17 - 25, will participate in the President's Summer of Service program. They will serve their communities through a rigorous program addressing the educational, health, public safety, and environmental needs of children at risk.

The Commission on National and Community Service, which is responsible for implementing this initiative, received over 430 program proposals. Sixteen were selected to be part of Summer of Service and were announced on May 6, 1993. The White House Office of National Service received over 5,000 letters from young people in response to the President's Summer of Service challenge.

The opportunities available are diverse and exciting. Summer of Service participants will:

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If you are interested in being a part of the Summer of Service in your area, and are between the ages of 17 and 25, mail the enclosed form with information about yourself to a program listed on the reverse side of this sheet. Remember that space is limited and competition will be tough. The local programs have the responsibility for considering and selecting applicants.

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Response to the President's National Service Challenge
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Date: _____

Name: _____

Address: _____

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Zip: _____

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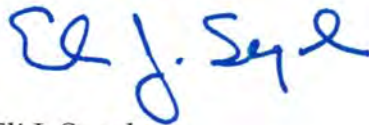
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Enclosed please find a listing of the Summer of Service sites and a letter to send to the program nearest you. Due to the tremendous response, the summer program will be offered only to individuals aged 17 to 25. If you are within this age group, I encourage you to apply.

With your help, we will continue to renew our communities and rebuild our country.

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Jim/Rick

THE WHITE HOUSE
WASHINGTON

April 9, 1993

MEMO

TO: ELI/RICK
FROM: JIM
SUBJECT: CORRESPONDENCE SCHEDULE
FOR ANNOUNCEMENT OF SOS SITES

1. Since so few will in, I think letter should come from me although BC mentioned in text.
2. I have a few direct mail ideas on this. Let's discuss. *cl.*

Even though Congress will not be approving the stimulus package until after April 19th, I thought it would be good to keep you informed of the next steps necessary to respond to Summer of Service mail. Here is a time line of events.

- April 5-9 * Today we finished opening, sorting, and entering all of the President's Summer of Service mail into our information data base.
- * We have 3,624 pieces entered. We are all caught up. From today on new mail will be coded and entered each day as it comes in.
- After April 9 * Circulate drafted response letters within ONS to Eli, Rick, and Rob for President's approval. (See attached drafts.)
- * Submit drafted letters for approval to the President
- * Enter approved letters into Word Perfect for our data base.
- * Begin programming zip code information based on advance notice of Summer of Service Sites and congressional district information from DNC.
- * Print out letters in our office.
- * Take them to the autopen division of correspondence.
- * Send out SOS Site information in conjunction with announcement by zip code.

MEMO

TO: NATIONAL SERVICE TEAM
FROM: JIM
RE: NATIONAL SERVICE INFORMATION CAPABILITIES
DATE: 7 APRIL 1993

Jim
Great!

ELI
(How many
entries in
14 (Business).
Could I
see
this
printed
out?)

This is to let everyone know that the Office of National Service now has two databases which, together, manage our information flow.

The first is our Information Management Database which allows us to code, track, and send all of our correspondence. It is the database into which we have put all Summer of Service challenge mail and correspondence from individuals.

We know the system works because people have called in to check if they are in our computer to receive general information on National Service and everyone who has called is in our system. We have also printed out letters to test the program.

The second is our Outreach Database. It is broken down into the following 16 categories:

- 1) Commission press
- 2) General ed press
- 3) Hollywood
- 4) Special press
- 5) Education
- 6) College Presidents
- 7) Foundations
- 8) Service
- 9) Youth
- 10) Campus
- 11) Youth Media
- 12) Intergovernmental
- 13) Labor
- 14) Business
- 15) Legislative
- 16) General

①
FRIENDS

②
TARGETS

③
OPL.

~~ALL~~ 60

It allows us to FAX or mail to anyone on this list. Like all databases, it enables us to search by first or last name, city, state, and zip code, phone number and FAX number. The outreach database is primarily for organizations and groups which Gloria, Diana, and Susan need to be in contact with.

If you have lists of contact people in organizations for Outreach, please give them to me and we will enter them.

As of 4/06/93 there are 700 entered into the outreach database. Out of the 3247 pieces of mail for summer of service, 2856 have been entered into the Information Management Database. We will be able to send Summer of Service site information broken down by zip code as soon as Congress approves the stimulus package.

DEAR. FRIEND,

1 DAY

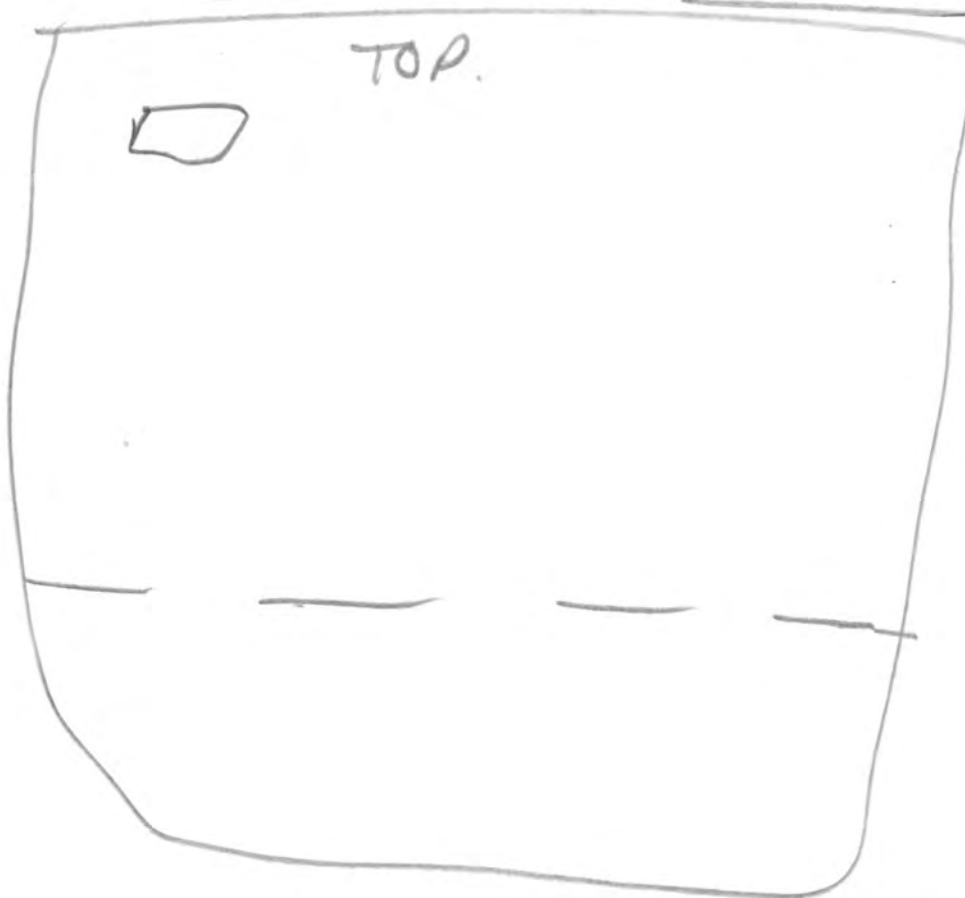
3 LETTERS
PRINTED

① UNKNOWN

② CORRECT AGE.

WHAT TO DO.

③ USE OVER 25 LETTER.



QUOTES FROM THE PRESIDENT.

SUMMER OF SERVICE



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The Commission on National and Community Service, which is responsible for implementing this initiative received over 430 program proposals. Seventeen were selected to be part of Summer of Service and were announced on May 4, 1993. The White House Office of National Service received over 5,000 letters from young people in response to the President's Summer of Service challenge.

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INSTRUCTIONS FOR MAIL ANALYSIS

Overview of Mail Flow through the National Service Correspondence System Solution

1. Mail comes into the building. It is sorted in the mailroom into two piles:
 - A) All mail addressed to the President. This is sent to the Correspondence Department to be answered.
 - B) All mail addressed to a specific person. The Office of National Service receives all mail addressed to specific people in this office and all mail addressed to the Office of National Service at the White House.

2. All mail which comes into the office is sorted. Staff receives all mail which is specifically addressed to them. All mail that is addressed generally to the Office of National Service is placed on the Coding table where it is counted and coded.

3. Coders read the mail and attach a coding slip to each letter. This coding slip should be marked with information from each letter that will be placed in our database. The purpose of the coding slip is to organize all information about the letters and their writers on one piece of paper. The idea here is simple: organize all information so that it can be accessed in any possible combination at any time.

IMPORTANT: Specific letters should be flagged by coders when reading through the letters:

1. Jim should be informed of any letters which contain exceptionally touching stories.
2. Kate should be informed of any young people who appear to be leaders for young people in their communities or of any young people that are in organizations that you feel have large youth outreach networks. An example of this type of organization is a program which keeps youths out of gangs.

Explanation of the Coding Slip:

- I. Purpose of Letter: This is the first sort of the applicants. You may check one or more of the blanks.
Wants to Participate: writers express participating in any aspect of the program category
Summer of Service: writers express direct interest in the Summer of Service or who answer the President's "Challenge" (i.e., card with name and address only)
National Initiative: writers express interest in the National Service Program and do not specify interest in the Summer of Service, do not provide a postcard, or

are out of school and want to use the program to pay back accumulated debt.

General Commentary: writers discuss the program but do not express specific interest in participating in or ask for information regarding the program, but which offer ideas or opinions about it.

Pro: Positive comments on National Service.

Con: Negative comments on National Service.

Suggestions for Program: writers send in personal projects that they feel should be included in either the Summer of Service or the long-range National Service Program.

Requesting General Information:

Summer of Service: writers specify Summer of Service.

General Program: all others

Offering their Services: writers are not interested in being part of the National Service Program as a way to serve their country or to pay for school.

Volunteer: writers who want to volunteer at our office in D.C. go to Jim. Those who want to volunteer at one of the chosen sites for the program should be put in the volunteer box.

Internships:

White House: all letters which express interest in securing an internship anywhere in the administration should be re-routed to Gail Britton in Presidential Personnel.

National Service: all letters which express interest in securing an internship with the National Service Office specifically should be given to Jim.

Employment: writers express interest in being employed by the Office of National Service

II. Writer Information: Simply check off the corresponding data. If age and education data are not specified, try to determine it by reading the letter and other enclosed items.

Age: If age is not specified, it may be determined other things, such as grade level of writer. However, note that some college freshman are in their forties and going back to school.

Education Level: If no education level is specified, circle Student or Non-Student according to the writer's data.

III. Re-route to Other Departments:

Commission: all professional or any exceptional personal proposals for programs in which volunteers may get involved.

Scheduling: Gloria receives any requests for Eli's time.

4. After the letter is coded it is sent to data entry. There are fields in the database for name, street address, city, state, zip, phone, age and education level achieved. By using these

fields, the database can be sorted by region, state, zip, etc. or by personal characteristics of the writer.

Additionally, letters can be traced by entry number for use in the future. This entry number should be written by the person who enters the data on the coding slip attached to each letter. The letter should be filed by subject in numerical order after entry.

The following codes will be used to distinguished purpose and qualifications of letters:

Codes for Purpose of Letter:

PS: Wants to Participate in the Summer of Service
PI: Wants to Participate in the National Initiative
CP: Writes in with General Commentary that is Pro-Us.
CC: Writes in with General Commentary that is Con-Us.
CS: Commentary contains Suggestions.
IS: Requests Information for the Summer of Service.
IG: Requests Information for the General National Service.
OV: Offers services as Volunteer.
OI: Offers services as Itern.
OE: Offers services as Employee.

Codes that may be used as qualifiers for service:

Volunteers may qualify through age:

AU: Age Under 17
AC: Age 17-25 (as in College aged)
AQ: Age Over 25
A?: Age Unspecified

Volunteers may qualify through educational level achieved:

SU: Student Unspecified grade level
SE: Student in Elementary school
SS: Student in Secondary school
SC: Student in College
SG: Student in Graduate school
NU: Non-Student Unspecified grade level
NS: Non-student who acheived Secondary school level
NC: Non-student who acheived College level
NG: Non-student who acheived Graduate school level

5. Letters which answer individual needs are sent out. The data base that we use is programmed to shoot out one of a number of different form letters that correspond to the codes listed above. For example, when we run a sort for all Purpose of Letter PS, all Age AC, and all Education Level SC, we will be sending a letter to all students aged 17-25 who are interested in the Summer of Service and are now currently enrolled in college.

National Service Correspondence Coding Sheet

Coder: _____
Date: _____

I. Purpose of Letter:

- ___ Wants to Participate
 - ___ Summer of Service
 - ___ National Initiative
- ___ General Commentary
 - ___ Pro
 - ___ Con
 - ___ Suggestions for Programs
- ___ Requesting General Information
 - ___ Summer of Service
 - ___ General Program
- ___ Offering their Services
 - ___ Volunteer
 - ___ Internships
 - ___ White House
 - ___ National Service (Jim)
 - ___ Employment

II. Writer Information:

- A. Age (Circle One):
Under 17 17-25 Over 25 Unspecified
- B. Education Level (Circle One):
 - 1. Student:
 - ___ Elementary
 - ___ Secondary
 - ___ College
 - ___ Graduate
 - 2. Non-Student (Level Completed):
 - ___ Secondary
 - ___ College
 - ___ Graduate

III. Re-route to Other Departments

- ___ Commission
(Personal, service organizations,
or business proposals)
- ___ Scheduling/Gloria
- ___ Other _____

IV. Certified Mail

SAVED WHAT
WASAS.

MEMORANDUM

TO: Phil
FROM: Laura and Jim
DATE: 3/22/93
RE: Overview of Mail Flow and National Service
Correspondence System Solution

What follows is an overview of the entire mail system and how it should work:

1. Mail comes into the building. It is sorted in the mailroom into two piles:
 - 1) All mail addressed to the President.
 - 2) All mail addressed to a specific person. The Office of National Service receives all mail addressed to specific people in this office and all mail addressed to the Office of National Service at the White House.
2. All mail which comes into the office is sorted. Staff receives all mail which is specifically addressed to them. All mail that is addressed generally to the Office of National Service is placed on the Coding table.
3. Our coders read the mail and attach a coding slip to each letter. This coding slip highlights the information from each letter which will be placed into our database.

The Coding Slip:

The purpose of the coding slip is to organize all information about the letters and their writers on one piece of paper. This way, all information can be entered into our database at once, whether we need to access the information now or at some time in the future. For example, we can send letters now responding to all college students, ages 17-25, interested in the Summer of Service pilot program, and still be able to send information later to all graduate students, ages 17-25, who are interested in participating in the program some time in the future. The idea here is simple: organize all information so that it can be accessed in any possible combination at any time.

4. After the letter is coded it is sent to data entry. By using the following specified codes, we will be able to sort our entries to send out one of ten specific letters:

Codes for Purpose of Letter:

PS: Wants to Participate in the Summer of Service
PI: Wants to Participate in the National Initiative
CP: Writes in with General Commentary that is Pro-Us.
CC: Writes in with General Commentary that is Con-Us.
CS: Commentary contains Suggestions.
IS: Requests Information for the Summer of Service.
IG: Requests Information for the General National Service.
OV: Offers services as Volunteer.
OI: Offers services as Intern.
OE: Offers services as Employee.

Codes that may be used as qualifiers for service:

Volunteers may qualify through age:

AU: Age Under 17
AC: Age 17-25 (as in College aged)
AO: Age Over 25
A?: Age Unspecified

Volunteers may qualify through educational level achieved:

SE: Student in Elementary school
SS: Student in Secondary school
SC: Student in College
SG: Student in Graduate school
NS: Non-student who acheived Secondary school level
NC: Non-student who acheived College level
NG: Non-student who acheived Graduate school level

Additionally, there will be fields in the database for name, street address, city, state, zip, and phone. We will be able to sort the database by region, state, zip, etc. or by personal characteristics of the writer.

5. Letters which answer individual needs are sent out. The data base that we use should be programmed to shoot out one of ten form letters that correspond to the above codes.

cc: Marsha Scott
Rick Allen

TO: Robert
FROM: Jim and Laura
DATE: March 30, 1993
RE: Suggested responses to mail

The following are letters that we believe need to be answered and the time frame that we suggest:

Letters which need to go out NOW:

Those who want to participate in the Summer of Service:

1. Under 17 years old
2. 17-25 years old
3. Over 25 years old
4. Age unspecified

Those who are requesting information about:

5. The Summer of Service
6. The National Service program in general.

Those who want to participate in the National Service initiative at some point in the future:

7. Under 17 years old
8. 17-25 years old
9. Over 25 years old
10. Age unspecified

Letters that will need to go out in the very near future:

Those who offer their services:

11. As volunteers at sites around the country
12. As interns in Washington, D.C. and at sites around the country
13. As employees in Washington, D.C. and at sites around the country

Those who are requesting information about:

Letters that will need to go out at some point in time:

(preferably when we are up to date in responding to all mail from potential participants):

Those who has written in with General Commentary:

14. Pro
15. Con
16. Suggestions

Summer of Service:

1. Interested in the Summer of Service, under 17 years old

March 30, 1993

Mr. John Smith
123 Main Street
City, ST 12345

Dear John:

Thank you for writing to me to express your interest in the Summer of Service.

National service will bring out the best in America, strengthening communities, offering opportunity, rewarding responsibility, and hard work. It moves me that so many young people want to get to work solving this country's most urgent problems.

Unfortunately, due to the tremendous response, we will be offering the summer program only to college students age seventeen to twenty-five. Still, I want you to know how much I appreciate your interest. I hope you stay committed and involved because our country needs you now and for years to come.

In the meantime, we will keep your name on record and send you information on how you can get involved in future initiatives. I hope we can continue to work together to renew our communities and rebuild our country.

Sincerely,

Bill Clinton

Summer of Service:

2. Interested in the Summer of Service, 17-25 years old

March 30, 1993

Mr. John Smith
123 Main Street
City, ST 12345

Dear John:

Thank you for writing to me to express your interest in the Summer of Service.

National service will bring out the best in America, strengthening communities, offering opportunity, rewarding responsibility, and hard work. It moves me that so many young people want to get to work solving this country's most urgent problems.

We have entered your name in our Summer of Service register, and my office will be contacting you by April with names of the program sites that have been selected around the country. You will then be able to apply directly to these programs closest to you. I hope you do.

Thank you again for your interest. I hope we can keep working together to renew our communities and rebuild America.
Sincerely,

Bill Clinton

Summer of Service:

3. Interested in the Summer of Service, over 25 years old

March 30, 1993

Mr. John Smith
123 Main Street
City, ST 12345

Dear John:

Thank you for writing to me to express your interest in the Summer of Service.

National service will bring out the best in America, strengthening communities, offering opportunity, rewarding responsibility, and hard work. It moves me that so many people want to get to work solving this country's most urgent problems.

Unfortunately, due to the tremendous response, we will be offering the summer program only to college students age seventeen to twenty-five. Still, I want you to know how much I appreciate your interest. I hope you stay committed and involved because our country needs you now and for years to come.

In the meantime, we will keep your name on record and send you information on how you can get involved in future initiatives. I hope we can continue to work together to renew our communities and rebuild our country.

Sincerely,

Bill Clinton

Summer of Service:

4. Interested in the Summer of Service, age unspecified

National Initiative:

5. Interested in the program in the future, under 17 years old
6. Interested in the program in the future, 17-25 years old
7. Interested in the program in the future, over 25 years old
8. Interested in the program in the future, age unspecified

March 30, 1993

Mr. John Smith
123 Main Street
City, ST 12345

Dear John:

Thank you for writing to me to express your interest in the National Service.

National service will bring out the best in America, strengthening communities, offering opportunity, rewarding responsibility, and hard work. It moves me that so many young people want to get to work solving this country's most urgent problems.

Unfortunately, due to the tremendous response, we will be offering the summer program only to college students age seventeen to twenty-five. Still, I want you to know how much I appreciate your interest. I hope you stay committed and involved because our country needs you now and for years to come.

In the meantime, we will keep your name on record and send you information on how you can get involved in future initiatives. I hope we can continue to work together to renew our communities and rebuild our country.

Sincerely,

Bill Clinton

Those who are requesting information about:

- 12. The Summer of Service
- 13. The National Service program in general

We think that the best correspondence to people who want information is a format which addresses both the Summer of Service and the long-term initiative. The packet should consist of two pages: (1) a letter from Eli Segal introducing himself as director or Bill Clinton saying how excited he is about the interest in the program; (2) a general description of the National Service Program (what it entails, what the benefits will be); and (3) a question and answer format which described how to get involved.

=====

Summer of Service:

1. Interested in the Summer of Service, under 17 years old

Thank you for writing to me to express your interest in the Summer of Service.

National service will bring out ^(the best in) America at its best. It will strengthen communities, offer opportunities, and reward ~~responsibility~~. It is exciting that so many of this country's young people want to ~~dedicate~~ themselves to help solve this country's most urgent problems. However, due to the overwhelming response, we have found it necessary to limit the summer program to college-aged students.

promote responsibility,
and reward hard work

I am excited
by young
people's interest
in dedication

We will keep your name in our file and send you information on how you can get involved in future programs of the National Service and other programs in your community. I urge to to stay involved these organizations that are working to renew your community and rebuild America.

2. Interested in the Summer of Service, 17-25 years old
3. Interested in the Summer of Service, over 25 years old

Doc 1 Pg 2 Ln 9 Pos 27

THE WHITE HOUSE

WASHINGTON

**"I challenge a new generation of young Americans
to a season of service: to act on your idealism
by helping troubled children, keeping company
with those in need, reconnecting our torn communities."**

President Bill Clinton, January 20, 1993

May 3, 1993

Dear Friend,

Thank you for writing to President Clinton to express your interest in the Summer of Service.

We are excited and encouraged by the more than 5,000 letters we have received from Americans eager to commit to revitalizing our country. National Service will bring out the best in America by strengthening communities, offering opportunities for learning, and rewarding individual responsibility.

Enclosed please find a listing of the Summer of Service sites and a letter to send to the program nearest you. Due to the tremendous response, the selection process will be highly competitive. I wish you every success.

With your help, we will continue to renew our communities and rebuild America.

Sincerely,

Eli J. Segal
Assistant to the President and
Director of National Service

EJS:jk.pl

Enclosure

THE WHITE HOUSE

WASHINGTON

**"I challenge a new generation of Americans
to a season of service: to act on your idealism
By helping troubled children, keeping company
with those in need, reconnecting torn communities."**

President Bill Clinton, January 20, 1993

May 3, 1993

Dear Friend,

Thank you for writing to President Clinton to express your interest in the Summer of Service.

We are excited and encouraged by the more than 5,000 letters we have received from Americans eager to commit to revitalizing our country. National Service will bring out the best in America by strengthening communities, offering opportunities for learning, and rewarding individual responsibility.

Your interest in our program is greatly appreciated. Due to the tremendous response, the summer program will be offered only to those aged 17 to 25. We will gladly keep your name on record and continue to send you information on how you can get involved in future initiatives.

I hope we can continue to work toward rebuilding our communities.

Sincerely,

Eli J. Segal
Assistant to the President and
Director of National Service

EJS:jk.pl

Enclosure

Response to the President's National Service Challenge
Summer of Service Applicant

Date: _____

Name: _____
Address: _____
City/State: _____
Zip: _____
Phone: _____

Dear Summer of Service Site Director,

I am interested in participating in your Summer of Service program. Enclosed is my resume and/or pertinent information about me and the address where I may be reached between now and June 21, 1993.

I appreciate you giving my application every consideration.
Thank you.

Sincerely,

Attachments