



March 25, 2020

Dear Easterseals Families,

The outpouring of support we have received from you is greatly appreciated during this time of uncertainty. It's a reflection of the strength of the Easterseals community, and we remain committed to supporting and protecting our community - the families we serve and the staff we work with - to our fullest ability.

We appreciate your patience as we have monitored the many government and agency updates across our region in the past few days. The Easterseals Child Development Center in the National Archives building will remain closed until further notice. This is a directive from the federal government regarding our operations.

Easterseals' leadership team is committed to paying our Child Development Center staff for as long as we possibly can. We've heard from a number of you that you are willing to continue to pay tuition to help us pay the teachers and staff who have dedicated their lives to nurturing and educating your children. We are incredibly grateful for your support. Our hope is that as many families as possible will continue to pay 100% of their tuition to help us pay all of our teachers and staff for the month of April. If we do not hear from you by Monday, March 30th, we will process your tuition payment as usual via credit card or ACH (it will be lower than your typical charge as there will be no charges for food or enrichment).

We understand that some families are experiencing financial hardship at this time, and we are doing our best to balance flexibility for the families we serve with our goal to pay staff. If you cannot pay the full April tuition, please contact Christina before Monday, March 30th - those who pay at least 50% of monthly tuition to help us pay our staff will secure your child's place at our center and have access to the virtual support, such as video as story times and other activities, we are putting in place to help keep your little ones engaged and connected. Details and Zoom links will be shared by the close of business Friday, March 27, 2020.

**The amount of tuition you pay for April will be acknowledged as a donation to Easterseals and you will receive a donation receipt for the full amount of your payment.**

Of course, if you have extenuating circumstances and would like to apply for an Easterseals scholarship, please contact Christina who will share information on the process and evaluation committee with you.

We would be disappointed if anyone chooses to withdraw at this time, but if you make that decision now we will waive our 30 days' notice policy, but we will retain your deposit.

Because we are committed to paying as many of our staff for as long as we can, our leadership team has been working around the clock to develop contingency plans. We have contacted our local, state and federal elected officials to request emergency support for Easterseals. We have also been reaching out to our generous sponsors and funders to request additional philanthropic support.

We will continue to provide updates on our center status and virtual activities throughout the month of April. Thank you for being an important member of our Easterseals community.

Sincerely,

Tara Phillips  
Senior Director, Child Development Operations  
P 301-920-9712  
[tphillips@eseal.org](mailto:tphillips@eseal.org)