Dear INSERT NAME,

The CLEF Summer Program offered by Catholic Liturgical Ensemble Formation is a unique opportunity for education, skill building, prayer, reflection, and community connection specifically designed for ensemble musicians. The program runs from Sunday, July 14 through Friday, July 19 at the Jesuit Spiritual Center in Milford, Ohio.

During this week-long program, participants have the opportunity to:

* Develop their music skills specific to playing in or leading an ensemble
* Refresh their spirit through a wide range of prayer and liturgy experiences
* Attend sessions on liturgy topics, communication skills, technology, and other key topics for ensemble musicians
* Collaborate with musicians and liturgists with different experiences and ideas to enhance music ministry in their home parish
* Receive personalized training from highly skilled faculty in instrument, voice, and liturgy
* Experience newly published liturgical music
* Share ideas about what ensemble music can work in different places, liturgical settings, and occasions of music ministry

The parish benefits in many ways from having ensemble musicians, whether paid or volunteer, attend this program. Some key benefits to the parish include:

* Supporting their paid or volunteer musicians in pursuing additional training specifically designed for ensemble musicians
* Gaining an increased understanding of and capacity to use the talents available within the community
* Enhanced understanding of the role of ensemble music in liturgy
* An infusion of new ideas and energy into the music ministry
* Greater ability to inspire and encourage individuals who are new or early in their music ministry
* Unique connection to ensemble musicians and liturgists from parishes across the country

The Resident Rate for this week-long program is $969, which includes all CLEF 2024 Summer Program activities, a private room with shared bathroom facilities, meals from Sunday dinner through Friday breakfast, meeting space, and rehearsal space. A reduced Commuter Rate of $719, which includes everything except the private room at the JSC, is available for participants who are local or who choose to stay in a nearby hotel rather than staying at the Jesuit Spiritual Center. Travel costs to and from Ohio are separate from this registration rate.

You can learn more about the program, faculty, and organization at [www.clef.life](http://www.clef.life).

As an ensemble musician at INSERT PARISH NAME, I am requesting financial support in the amount of INSERT AMOUNT REQUESTED from the parish to attend this program, as there are many ways my attendance can benefit our music ministry and our parish community.

Sincerely,

INSERT NAME AND SIGNATURE