May 6, 2020

RE: Office Closure and Programming Update

Write Around Portland's physical office will remain closed and all in-person programming will remain suspended through June 15th. Staff will continue working remotely and will be available by email Monday through Friday, 9 am to 5 pm. Staff will also be checking voice messages once per day, Monday through Friday, through our main office number 503-796-9224.

During this time of physical distancing, we are seeking new ways to stay connected and offer spaces to be creative together. Because writing is both self-care and community care:

> Join us for an online creative writing workshop every Wednesday from 4 to 5:30 pm or Thursday from 11 am to 12:30 pm via Zoom. More info here!
>
> Follow @writearoundpdx on Facebook and Twitter and watch for daily #breakforjoy posts featuring writing prompts, pieces from writers in our community and more to help us all cope with a challenging time.

March 12, 2020

RE: Office Closure and Programming Update

Dear Write Around Portland Community,

Based on recent developments in the evolving coronavirus situation, including Governor Kate Brown's recommendations around social distancing, **Write Around Portland will be suspending all in-person programming, workshops, meetings, volunteer shifts, and events starting March 12 through at least April 17**.

Because of our mission and values, and our commitment to build respect, writing, and community—especially in a time when people may experience even more isolation—we are exploring ways we can continue offering our programming remotely, including sending postcards and letters, holding online workshops when possible, and increasing our communication on social media and through email with invitations and inspirations to continue writing and connecting.

We are working with our spring network workshop partner agencies to close the current season and offer opportunities for participants to be included in our book and reading in fall 2020.

Write Around Portland staff will be working remotely and will be available by email Monday-Friday, 9am-5pm. We encourage people to contact us by email during this time.

Staff will also be checking voice messages once per day, Monday-Friday, through our main office number 503-796-9224. We are not accepting office visits at this time.

Currently, our intention is to return to the office after April 17. We will notify you of any changes or additional updates as soon as possible.

Because Write Around Portland is not a healthcare provider or authority in health services, we continue to rely on the information provided by the CDC and Oregon Health Authority. We encourage everyone to read more about the virus:

- For information from the CDC, visit the CDC's website.
- For the most up-to-date local information, visit the Oregon Health Authority website.

For individual concerns, please do not hesitate to email us at info@writearound.org.

Sincerely,

The Write Around Portland Staff