



Raritan Plaza III  
105 Fieldcrest Avenue, Suite 402  
Edison, NJ 08837-3628  
Tel: 866.447.0246  
Fax: 732.225.4110

Dear Administrator;

My name is Mary Beth Moynihan and I am a Volunteer Coordinator for Grace Healthcare Services in Middlesex and Monmouth Counties. Grace is a Community-based hospice and cares for patients throughout NJ, in Long-term Care and Assisted Living facilities, as well as in their homes.

We are looking for volunteers to make the lives of our patients a little brighter and would like to ask for your help. I would like to see if your students would be able to help by participating in service projects to benefit our patients.

I know many of your high school clubs do service hours for the community and would like to ask if you could pass this information onto the advisors of those clubs, so they would consider volunteering with us. Some schools even require service hours as part of their curriculum and it also looks great on a college application.

If this sounds like a worthwhile endeavor for your students, please contact me and we can talk about how to move forward. I'd be glad to come and talk with you and your advisors about our Volunteer Service options for your students.

I look forward to speaking with you and working with your school for the benefit of Grace Healthcare's patients and your students. Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Mary Beth Moynihan". The signature is written in a cursive style.

Mary Beth Moynihan  
Veterans Liaison/Volunteer Coordinator  
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To Whom It May Concern:

Thank you for the interest in participating in our Memory Book Project. I would like to share a little about who we are and how the Memory Project works.

We are a hospice agency servicing the terminally ill throughout New Jersey. Many of these patients have Alzheimer's or Dementia, which are debilitating diseases of memory loss. Most of them have lost their short-term memory and can no longer recognize their families, friends, or surroundings but their long-term memory consisting of their childhood or years past can remain intact.

Therefore, by use of these Memory Books we categorize items such as food, holidays, sports, cars, flowers/gardens, people, people showing emotion such as hugs, holidays, animals, dolls, clothes, food, homes, and accessories. The volunteers actually collate these books by finding and cutting out pictures or scenes from magazines, cards, calendars, etc. that are pasted onto sheets in binders. We sit with the patients reviewing these categories to see if any memory is stimulated and many times it is.

We have had great results with this over the years as a tool for mental stimulation for these patients. It takes a lot of time, hours, and dedication to put these books together and a great deal of material is needed such as magazines, calendars, pictures, or the like to complete the books.

This is truly a community project that touches and adds to the quality of life for our terminally ill patients and I look forward to working with you, your staff, and students. Please let me know if there is anything more I can do to assist you in starting this project.

Thank you to everyone on your team who will participate!

MaryBeth Moynihan  
Volunteer Coordinator  
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