



Dear Photographer,

Thank you so much for volunteering your time and services to better the lives of foster youth through the Heart Gallery program. The Heart Gallery and Recruitment photos are sponsored by A Family For Every Child. These professional photos are designed to find permanent homes for children languishing in the foster care system. AFFEC works closely with the Department of Human Services to assist in finding permanent homes for children in the foster care system. Photos taken are used in two main recruitment methods: as profile photos for web listings and child postings to prospective families, and in a rotating Heart Gallery. Images are also given to the children themselves, and shared with their Forever Family once adopted.

A Family For Every Child is a 501(c)3 nonprofit organization. Your donation of services rendered are tax deductible. As recognition of your volunteerism, AFFEC promises the following:

1. To give photographers recognition on our website, www.afamilyforeverychild.org.
2. To update the photographer when the children they've photographed find permanent, adoptive homes.
3. To provide the photographer with a high-quality logo, if requested, for use on their personal website to showcase their partnership with our organization.

We could not exist without the support and generosity from our volunteers, donors, and sponsors. Thank you so much for donating your time and energy to help the children that need it the most.

Sincerely,

Madeline Broedel
Heart Gallery Director
Events Coordinator
A Family For Every Child
541-343-2856
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Procedure For Photographing A Foster Youth Via A Family For Every Child

1. Photographers fill out AFFEC paperwork, and submit to AFFEC for processing.
2. AFFEC receives a child photo request form from a state welfare worker, recruiter, or caseworker.
3. AFFEC will match the child with the photographer and connect the photographer with the child's caseworker or contact person. Set up of the photo shoot will be up to the photographer and caseworker to decide. Transportation to and from the photo shoot will be provided by the caseworker. At no point during the shoot will the photographer be alone with the child. Photographer and Caseworker will CC the AFFEC Heart Gallery Coordinator on all correspondence.
4. Photographer will contact AFFEC after the photo shoot to confirm the session occurred and relay any comments regarding the session.
5. Photographer will provide images to AFFEC and the caseworker within one week of the photo session.
6. AFFEC will let the photographer know when the child has been placed with a Forever Family.

5 Rules For Heart Gallery Photographers

1. You may never be alone with any of the youth you photograph. For the safety of yourself and the youth, a worker, foster parents, or caretaker must be within earshot and eyeshot of you and the child at all times.
2. You may not communicate with the youth prior to or after the photography session without the permission of their case worker.
3. You may not provide any form of transportation for the foster youth.
4. Do not ask the child why they came into foster care, or any personal details of their lives.
5. Each child you photograph was brought into the custody of the State at no fault of their own, many of them having suffered abuse or neglect at the hands of adults they should have been able to trust. Be respectful of each child, and be worthy of their trust.



Photograph Formatting Guidelines

It is important to us that all children are displayed equally in our exhibit. Therefore, we have a few requests:

1. A Family For Every Child will have the rights to each of the images.
2. Finished images must be delivered in the following format: One web size image (72 DPI) and one print size (full resolution, high compression) .jpg, that allow for resizing to fit both 12x18 or 20x30 crops.
3. We also request any extra photos taken, which highlight the child's personality or them participating in activities they enjoy. These will be used for a web recruitment slideshow for the child.
4. At least one vertical and one horizontal image is requested. For sibling groups, horizontal only is fine.

Photo Recommendations

1. When photographing a sibling group of two or more children, it is easiest to have an assistant.
2. Full body action shots are increasingly valuable to recruitment efforts. If possible, please try to get one or two.
3. It is always best if siblings are touching, embracing, holding hands, etc.
4. The pictures should look warm and friendly.
5. Please make sure that the child is completely in the shot, and when photographing sibling groups please make sure all children are in the shot equally.

If you have any questions or concerns, please reach out to us at photos@afamilyforeverychild.org, or at 541-343-2856.