If you have Gmail, the KCFT & SRP weekly email updates may have started going directly to your spam folder. Follow the steps below to resolve this issue:

- 1. Go to your Gmail inbox on a computer (not on a phone).
- 2. Click the drop down menu on the right of the search bar (small triangle).
- 3. Type <u>aflinders@outlook.com</u> in the box labeled "From" (first box).
- 4. Click "Create filter with this search" it's in the bottom right corner of the screen.
- 5. Click the box next to "Never send it to Spam".
- 6. Click "Create Filter".