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INTRODUCTION

This book is designed to provide Key Clubs with a comprehensive list of service project and fund raising ideas. The ideas came from many different sources. The largest source was monthly report forms turned in by clubs of the Illinois-Eastern Iowa District during the 2000-2001 reporting year. Another major source was materials published by Key Club International, specifically *KC Bulletins*. Bulletins 7, 8, 10, 12, 15, and 18 all played a role in the formation of this book. Other consulted materials include the 2000-2001 *Major Emphasis Program Manual*, past *Key Noters*, the 1997-1998 *I-I District Project Directory* and the 1996-1997 *I-I District Fundraising Booklet*.

Specific clubs were not credited for individual projects. Making this decision was very difficult, especially since clubs rightfully expected to receive recognition. However, because of the unexpected nature of this book, I felt that recognizing individual clubs was unfair and inaccurate. Many service projects and fund raising projects in this book are performed by several different clubs. Choosing one or two clubs for a project would be unfair to the other clubs; listing all the clubs for a project would be too lengthy and would contradict the purpose of this book. I also combined many different activities into single projects or programs in order to increase the functionality of this book. Therefore, it would be inaccurate to cite individual clubs for projects they didn't perform! Besides, clubs don't always perform the same projects year after year. Crediting clubs would confine the validity of this book to a specific and small time period, whereas I hope this book is consulted and used consistently for many future service years.

Clubs can use this book however they feel necessary. Clubs may want to search through it for project ideas at the beginning of the year. They may use it to reference specific phone numbers or contact information. Better still, some may prefer to use it as a ready guide and source of suggestions throughout the year. There is no right or wrong way; this book was intended to be flexible as to meet the needs of clubs everywhere.

Good luck in all your service endeavors, and enjoy the book!

Yours in service,



Air'n J. Monahan
Statistical Secretary
2000-2001 Illinois-Eastern Iowa District

Part 1



Project Preparation

Section 1: *Conducting a Project Survey*

Section 2: *Publicizing Projects and Fund Raisers*

Section 3: *Tips and Tricks*

Decide what you want, decide what you're willing to exchange for it.

Establish your priorities and go to work.

--H.L. Hunt

CONDUCTING A PROJECT SURVEY

CONDUCTING A PROJECT SURVEY

What we have to do is to be forever curiously testing new opinions and courting new impressions. --Walter Pater

Project surveys are a valuable tool that Key Club International encourages clubs to use. The benefits of project surveys include: important feedback from the community, project ideas that truly meet the needs of the locality, “real world” experience for Key Clubbers, and excellent publicity for the club and its members. The primary intention of project surveys is to evaluate the needs of the locality and to base the club’s projects on those needs. Here are the main steps in conducting a project survey:

I. Organize the Survey

While organizing a project survey, it is necessary to involve many people. The board of directors, the faculty advisor, the Project Planning Committee (make one if needed), the Kiwanis advisor, and club members are all essential in the process.

Brainstorm and list everyone that might be interviewed or surveyed. This list may include the school’s principal, vice-principal, guidance counselors, nurses, teachers, and so on. For the community, the mayor, fire chief, superintendent, chief of police, city attorney, chamber of commerce, commissioners of various departments, and outside service organizations are all excellent sources of information. Then assign Key Clubbers to the individuals that will be interviewed. Teach the Key Clubbers how to conduct interviews, and go through a few trial runs.

II. Conduct the Interviews

Key Clubbers should arrange interviews in advance and be sure to arrive on time. Key Clubbers should explain to the person being interviewed what Key Club is all about, describe the limitations of a high school service organization (size, make-up, time available), and explain the purpose of the project survey. Key Clubbers should ask simple, flexible questions that can have extensive responses. *Remember*, the intent of a project survey is to evaluate the service needs in a school and community. Sample questions may be:

What areas of our school and community need the most improvement?

If you were in charge of a community service organization, what would be your focus?

What type of problems or struggles do you encounter that can be solved by a high school service program?

Hopefully, the person will suggest several ideas and express his or her feelings about the community. An ideal interview is one that doesn’t require the Key Clubber to continuously ask questions in order to receive feedback. The Key Clubber conducting the interview should be dressed nicely and able to take notes quickly (Key Club notepads add to the effect).

III. Analyze the Results and Select the Project

Conduct all interviews within a two-three week time period. When this period elapses, hold a meeting for those people involved in gathering the information. During this meeting, everyone should

CONDUCTING A PROJECT SURVEY

share the knowledge they have acquired. Once general discussions are through, pool all the project ideas. Thoroughly examine each idea and then select an appropriate project (for tips on selecting projects, see the *Tips and Tricks* section). Make sure to keep all project ideas, comments, and interview transcripts as they will come in handy throughout the entire year.

IV. Follow-up

This final step is potentially the most important one. After a project has been selected, send personalized thank-you letters to everyone interviewed. The letters should include information on what project the club decided to pursue as a result of the survey. Send a special thank you letter to the person(s) who suggested the idea that was used.

After the project is completed, send another letter to everyone who was interviewed. This second letter should provide the recipient with information on the completed project. Include copies of newspaper clippings that may have been printed about the project. Thank the person again for their help, and have the club president sign each letter.

The follow-up stage doesn't require much additional effort, but the advantages are enormous. The people interviewed will identify themselves with the club's success and be eager to help on future projects. They will also have a positive mental image of Key Club and will most likely support the club and organization in other aspects as well. *This is what public relations is all about.* The word will spread about what a great service organization Key Club is, and the club will grow to be more successful!



PUBLICIZING PROJECTS AND FUND RAISERS

PUBLICIZING PROJECTS AND FUND RAISERS

Don't be afraid to take a big step if one is indicated. You can't cross a chasm in two small jumps. --David Lloyd George

Publicizing club projects is vital to a club's progress and success. There are many ways in which to publicize service projects and fund raisers. Preliminary steps, however, must be taken to ensure maximum public relations efficiency. A general look at the entire process follows:

I. Form a Public Relations Committee

Form a Public Relations Committee and assign or elect a leader. A Public Relations Committee is useful throughout the entire year.

II. Establish a Firm Relationship with the Local Media

Call or visit as many newspaper, magazine, radio, and television headquarters as possible. Find out how they prefer to receive news. Do they prefer phone calls or news releases? What type of photographs do they want? Would it be better to send them fact sheets or pre-written stories? Are there specific deadlines that must be adhered to? *Accommodating to the media is essential.*

III. Publicize the Club's Service Project or Fund Raiser in Advance

Try to use many different media when publicizing the event. If the event is a fund raiser that requires the community's support, this step is even more important.

- Make telephone calls to important people in the community. This can help get the word out faster, and may also prevent any other conflicting events from being scheduled on the same day or at the same time.
- Utilize computers by sending emails (email should be for informal contacts) and by posting regular updates on the club web site (if there is one).
- Use press releases. In the press release, be sure to include who, what, where, when, why, and how. Keep it short and simple and try to make the release early in the day or a day in advance.
- Run ads in newspapers about the project. Try to get newspapers to write articles about the event before it actually takes place (this also increases the chance of a follow-up story).
- Make fliers and posters. Posters require more time, but are a way for members to express their creativity and have some fun. It is easy and inexpensive to make hundreds of fliers. Members should distribute posters and fliers in areas where many people will be present.
- Contact local radio stations. It is relatively simple to ask for a short time slot. Give the station a 15-20 second script that they can read whenever they get the chance. Remember, the

PUBLICIZING PROJECTS AND FUND RAISERS

message must cover all aspects of the event.

- Invite reporters and media personnel to the event. Doing this will demonstrate the project and organization's importance, as well as increase the chance of a news story.

IV. Be Prepared During the Event

If anyone from the media shows up, have "cheat sheets" ready. These sheets should include dates, times, names, facts, and quotes about the event. Have several sheets available just in case.

Regardless of whether or not anyone from the media shows up, be sure to take pictures, record notes, and perform interviews within the club.

V. Follow-up

There are many things to be done once an event is over.

- Write thank-you letters to people who came to your project.
- Do a follow-up press release with detailed results of the project.
- Go through the same steps as those used when the event was publicized in advance. This time, publicize how much of a success the project was and support the message with details and facts. Remember to adhere to the media's preference when submitting articles and stories.
- Persist (in a friendly manner) in getting media coverage of the project.

The purpose of service projects and fund raisers is not publicity. Publicity is simply something that will help the club host better events in the future. If the five main steps (just mentioned) are taken, projects will be more successful. Even if a project receives no public attention at all, the efforts weren't for nothing. The media and community became more knowledgeable of the club, the club's projects, the club's service focus, and Key Club in general. The media and community will also be much more likely to follow the club's future endeavors.



TIPS AND TRICKS

TIPS AND TRICKS

Pick battles big enough to matter, small enough to win. --Jonathan Kozol

- Choose projects that members can get excited about. All activities and events depend on the members' enthusiasm, so select projects that are fun or interesting to high school students. There's nothing worse than not being able to finish a project because of a lack of participation from members.
- Choose projects that meet the needs of the community (see *Conducting a Project Survey*).
- Choose projects that will be completed in less than two or three weeks. Projects that last a long time tend to be unsuccessful because members and the community gradually lose their interest.
- If possible, choose projects that will attract publicity to the club. (See *Publicizing Projects and Fund Raisers*).
- Utilize all available resources. Contact District officers, the local Kiwanis club, other clubs in the area, and anyone else who may be of assistance. Ask questions, seek advice, and get feedback.
- Make sure club members have sufficient knowledge about the project. Let members know the purpose of all their hard work. Also, issue several reminders at school as to when shifts for the project will be held. High school students are very busy, so make sure they don't forget to show up.
- Arrange work shifts for projects in short time slots. Anything over three hours is too long. If members want to work longer, they can sign up for multiple shifts.
- Make sure to have experienced adults available during project shifts to ensure efficiency and safety. The adults can also answer any questions members may have. If the Faculty Advisor is unable to attend a shift, try the Kiwanis Advisor.
- When fund raising, determine ahead of time where the money will be spent. A definite service project, event, or charity should be decided upon before undertaking a fund raiser.
- Set goals for every project. Relay these goals to members and set up incentives (Club President will shave his head if the club raises \$5,000, top seller gets portable CD player, etc.).
- Be truthful when advertising projects. This is especially important for fund raising. If a fund raiser's purpose is to raise money to send members to District Convention, don't give the impression that the money will be going to needy kids.

TIPS AND TRICKS

- Follow the do's and don'ts of fund raising:

DO double work -- sell T-shirts at a dance marathon.

DO donate supplies/services as much as possible.

DO make the most of every opportunity.

DO have a goal.

DO your homework on immediate needs and final goals.

DO get groups together before and after every event to applaud successes and to strategize more difficult cases.

DO use thoughtful planning—too many events are the product of an impulse.

DO think of positive approaches to fund raising.

DO spend as little time as possible on fund-raisers—they can really bog a group down.

DO make successful fund-raisers traditional.

DO watch for opportunities to build on others' efforts.

DO be energetic, creative, and enthusiastic.

DON'T rely totally on dues.

DON'T allow fund raising to disrupt the regular business or programs of the organization.

DON'T ask anyone to make a donation because you "need" the money.

DON'T ask for a fixed price when a donation will do.

DON'T assume that all pledges will automatically pay -- you may have to remind them.

DON'T expect too much from members -- you should have fun and raise money.

DON'T have a fund-raiser based on impulse -- plan carefully.

DON'T let the treasurer handle all the responsibility -- spread it around.

DON'T wait until the last minute for anything -- be prepared! Find at least one more person to verify transactions.

DON'T forget to be creative, enthusiastic, and have fun!

- Follow the guidelines for fund raising

Article 4, Section 5, of the Bylaws of Key Club International reads:

No club shall sponsor or participate in any manner in a lottery, raffle, drawing, or game of chance, for the purpose of raising funds, or shall employ a lottery, raffle, drawing or game of chance in connection with any fund-raising activity or engage directly or indirectly in any activity which may impugn or reflect unfavorably on the good name of Key Club or Kiwanis. Clubs violating the provisions of this section may have their charter revoked or be otherwise disciplined as prescribed by the Board of Trustees of Key Club International or the Board of Trustees of Kiwanis International, pursuant to the provisions of Section 2 of this Article.

Many high schools have regulations covering the fund-raising activities of high school organizations. Your club should inquire if there are such policies at your school and, if so, be certain you are familiar with them.

TIPS AND TRICKS

The safest approach to fund raising is to make sure the project has the support of the entire club. Unless all the members see the value of the project and are willing to work for it, you can easily end up with only mediocre success.

Next, be certain the plan is cleared with the school administrators and that they know what will take place. (At some schools, this may not be necessary; at others, it is essential.) Though not required by all schools, this courtesy and forethought can save the club from unexpected complications.

The following general principles need to be kept in mind when planning and operating a fund raising project:

1. Maintenance of the highest possible standards of operation.
 2. Constant stimulation of enthusiasm for the project among club members.
 3. General public acceptance of the project.
 4. Complete planning in all phases well in advance.
 5. Cooperation of all club members.
 6. Maximum publicity and promotion.
 7. Honest value in return for the price asked.
- Send thank you letters (on Key Club stationery) to everyone outside of the club who helped with the project. This will help build a positive image of the club and ensure friendly relations in the future.
 - Remember how much fun service and fund raising can be!

Part 2



Service Projects

Section 1: *Service Projects for the School*

Section 2: *Service Projects for the Home and Community*

Section 3: *Service Projects for Kids*

Section 4: *Service Projects during the Holidays*

The fullness or emptiness of life will be measured by the extent to which a man feels that he has an impact on the lives of others. To be a man is to matter to someone outside yourself, or to some calling or cause bigger than yourself.

--Kingman Brewster

Section 1

Service Projects for the School

- *Beautifying the School*
- *Helping at Athletic Events and Extracurricular Activities*
- *Helping at Parent/Teacher/Student Conferences and Orientations*
- *Helping with Homecoming and Prom*
- *Hosting Parties and Dances*
- *Making the School a Better Place...*

Education should prepare people not just to earn a living but to live a life - a creative, humane, and sensitive life.

--Charles Silberman

SERVICE PROJECTS FOR THE SCHOOL

→ *Beautifying the School*

BEAUTIFYING THE SCHOOL

Beauty is the gift of God. --Aristotle

SCHOOL CLEAN UP DAY

Sponsor or help with a school-wide Clean Up Day. Advertise the event with posters around the halls, cafeteria, etc. When the day arrives, have members set an example by picking up trash outside, cleaning up scraps in the hallways, wiping off graffiti, and doing whatever possible to make the school look nicer. When school is dismissed, have members go to different classrooms and clean chalkboards, sweep floors, etc. Make sure to get permission from your school's principal, teachers, and custodial department before undertaking this project.

CLEAN THE GYM

Before or after sporting events, have your club clean the gymnasium. This encourages school spirit and athletic support.

CLEAN THE SCIENCE WING

The science department of any school can get to looking pretty messy. Talk to the science teachers and find out how and when your club can help. Take rags, dusters, paper towels, and scrubbers to the Science classrooms after school one day. Clean off lab equipment, shelving units, tables, and whatever you can find that is not ordinarily taken care of by the custodians. This project can be done in a very short amount of time and Science teachers will ask you to do it again in the future!

CLEAN THE SCHOOL CAMPUS

Many schools have scenic areas around them. Unfortunately, these areas are often filled with trash and litter. Volunteer to clean them up. Have members get some trash bags and go around collecting as much trash as they come across. If your school is surrounded by trees or a forest area, pick up the litter in these areas also.

ADVOCATE CLEANLINESS

Have members make posters that encourage cleanliness. The posters don't need to be works of art, they should simply get the message across for students to pick up their trash and use the wastebins.

CLEAN THE ART ROOM

Art rooms are notorious for being messy. Talk to the art teachers and arrange a time for members to clean the place up a little. This project is very similar to cleaning the science wing.

LOCKER CLEAN-OUT

Get permission from the school to let students clean out their lockers one day. Simply arrange a fifteen minute time period at the end of the day as a chance for students to get rid of all the trash that's been accumulating throughout the year. Have members set trash cans and recycling bins out

SERVICE PROJECTS FOR THE SCHOOL

→ *Beautifying the School*

around the school.

PLANT TREES AROUND THE SCHOOL

Plant trees around the school to ensure beauty and shade in the future. Mark each small tree with a neon ribbon. Talk with the principal and superintendent about where you can plant the trees.

PLANT FLOWERS AROUND THE SCHOOL

This project is especially effective. Set up flower beds around the school. Just go to a local store or market and purchase some seeds, fertilizer, and gardening tools. Surround each flower bed with some rocks to help prevent damage to the flowers. Teach members how to plant and transplant the flowers, pull weeds, water the flowers, and upkeep the area. Have 3-5 short shifts a month during the spring for maintenance.

CLEAN THE PARKING LOT

If your school lets students go out for lunch, your parking lot probably looks trashy. Set up trash bins in convenient spots around the parking lot. Designate a few times when members can pick up the litter.

PAINT FOOTBALL BLEACHERS

Football bleachers and stands can often get rusty or chipped away. Have club members apply fresh coats of paint to make everything look nicer.

CLEAN UP ATHLETIC FIELDS

The football fields, baseball fields, track, and other athletic areas often need upkeep, especially during the off season or after a game. Talk with your school's athletic directors and find out how you can help.

PAINTING SCHOOL SPIRIT

Have club members paint murals and pictures on any bland spots your school may have. Pictures of the school mascot or school slogans are recommended. Places for such painting may include the cafeteria, gym, or hallways.

CLEAN THE AUDITORIUM

Auditoriums often need cleaned up, especially before or after a school play. Picking up trash under the seats, sweeping off the stage, and wiping off the curtains are common tasks.

REPAINT THE BASKETBALL COURT

A very helpful project is to repaint the basketball lines on the court. Also, your club can paint the school mascot in the middle. Be sure to arrange this project with athletic directors and school officials!

SERVICE PROJECTS FOR THE SCHOOL

→ *Beautifying the School*

HELP THE SCHOOL REMODEL

Schools often undergo structural renovations. If your school is building new classrooms, repairing existing ones, etc., Key Club can help them with any handy work such as painting or decorating.

PAINT TRASH BARRELS

Paint trash barrels and bins all around your school. Decorate with school colors, and creative designs.

ADOPT-AN-AREA

Assign Key Club members to a certain area of the school campus. Challenge each participating member to keep their area clean and organized. The time period of this project varies from school to school. Award prizes to members who kept their area the tidiest for a given amount of time. This project works better with the support of other school clubs and organizations.



SERVICE PROJECTS FOR THE SCHOOL

→ *Helping at Athletic Events and Extracurricular Activities*

Helping at Athletic Events and Extracurricular Activities

*You can make your world so much larger
simply by acknowledging everyone else's.
--Jeanne Marie Laskas*

HELP WITH SCHOOL PLAY

School plays require a lot of work. Ask the director how your club can help. Common tasks clubs may undertake include building sets, cleaning the stage, making costumes, and cleaning the curtains. Your club may also be asked to help during the actual performance.

VIDEOTAPE EVENTS

Videotaping events can be a very fun and useful project. For example, if your school has a big football game coming up, have members take a video camera and tape the game. Use school editing equipment and touch the video up with music, sound effects, etc. Your club can either donate the videos to the football team or sell them and give part of the profit to the football team. There are endless events to tape, including school plays, athletic games, and scholastic events.

PROVIDE WORKERS AT SWIM MEETS

If your school has a swim team, a great project is to help at the meets. Key Club members can serve as timers, scorekeepers, towel bearers, etc.

HELP AT SCHOLASTIC EVENTS

Many scholastic events, such as Scholar Bowl games or Quiz bowl games, are in need of helpers. Ask the event directors where they need workers.

HELP AT BASEBALL GAMES

Scorekeepers and announcers are commonly needed at school baseball games.

HELP AT FOOTBALL GAMES

As with baseball games, scorekeepers and announcers are often needed at football games.

HELP AT BASKETBALL GAMES

There are many tasks Key Club members can perform at basketball games. Ask the coach how your club can help.

HELP AT TRACK MEETS

Timers, announcers, and helpers are often needed at track meets.

SERVICE PROJECTS FOR THE SCHOOL

→ *Helping at Athletic Events and Extracurricular Activities*

HELPING AT WRESTLING MEETS

People who can roll out the mats, scorekeepers, announcers, and other workers are often needed at wrestling meets.

HELP WITH SCHOOL YEARBOOK

Help is often needed when the yearbook is being created. Club members may help cut out pictures, identify people in the pictures, design pages, etc.

HELP SCHOOL BAND AND CHORUS

Talk to the Music Directors and find out how Key Club can help the band and chorus. Some projects your club can do include sorting uniforms, helping at concerts, moving instruments.

PROVIDE USHERS AT EVENTS

Most formal events need ushers. This is a very easy project that Key Club can perform. Have members dress nicely and arrive at the event early.

PROVIDE A COAT CHECK AREA AT EVENTS

Banquets, plays, and other events will almost always need a place where people can place their coats. Members should give people cards that have numbers on them as people check in their coats. When the event is over, people can claim their coats by handing in the card or slip.

HELP AT BANQUETS AND DINNERS

Athletic banquets, award dinners, honors banquets, etc. all need help one way or the other. Have your club help the cooks, set the tables, move chairs, make centerpieces, or do whatever tasks may be needed.

HOST SCHOOL-WIDE RALLIES

Pump up the school spirit by holding a school rally. Cheer on an athletic team that is about to play a big game. Throwing t-shirts and balls into the crowd helps motivate everyone.

HELP DIRECT PARKING

Events that attract large crowds are often sources of traffic accidents. As a helpful activity, Key Club members can help direct vehicles into parking spots. Make sure the members wear bright colors and neon vests. If the event takes place at night, give members large glowsticks to use as pointers.

SELL TICKETS

To help the athletic teams, Key Club members can be responsible for selling tickets at sporting events. This activity only takes a little time and is a great way for members to interact with the community.

HOST AN ICE CREAM SOCIAL

Host an ice cream social after a special event. Participants in the event can get ice cream for free. Buy some tubs of ice cream, toppings, cones, napkins, and a scooper!

SERVICE PROJECTS FOR THE SCHOOL

→ *Helping at Athletic Events and Extracurricular Activities*

CREATE SPORTS PROGRAMS

Publish sports programs for some of your school's athletic teams. The programs can have stats, pictures, schedules, and so on. Sell ads to local merchants to pay for the programs.

SERVICE PROJECTS FOR THE SCHOOL

→ *Helping at Parent/Teacher/Student Conferences and Orientations*

Helping at Parent/Teacher/Student Conferences and Orientations

Kindness is the golden chain by which the world is bound together. --Anonymous

PASS OUT GUIDES AND PROGRAMS AT CONFERENCES

“Conferences” include events such as an open house, a parent teacher conference, and a Freshmen orientation. It’s very useful to pass out guides or programs to people at the door.

PROVIDE CHILDCARE SERVICES

Families with little kids will often appreciate a play center where their kids can pass the time. Your club can set up a place where kids can be supervised as the conference or orientation proceeds.

PROVIDE GUIDES AND USHERS

Key Club members can help direct people to where they need to go. Make sure members are dressed appropriately and know the details of the event.

SET UP BOOTHS

Freshmen orientations and new student orientations are perfect places to set up a booth dedicated to Key Club. Pass out fliers to anyone interested and have members give some background information about the organization.

PROVIDE REFRESHMENTS

Help cut down on the school’s costs by providing a refreshment stand. Encourage members to bring baked goods and other products. A basic refreshment stand includes cookies and punch. Although this can be used as a fund raiser, it is much more effective for Key Club to show their appreciation for the school by not charging for the refreshments.

SERVICE PROJECTS FOR THE SCHOOL

→ *Helping with Homecoming and Prom*

Helping with Homecoming and Prom

*There was a star danced, and under that was I
born. --Shakespeare*

DECORATE THE HALLS

Make posters, paint signs, hang streamers, set up lights, etc. to help the school get in the spirit. Homecoming, more so than Prom, is a time for school unity. Key Clubbers can help everyone get into the school spirit.

DECORATE THE DANCE

Schools are often short on cash when it comes to Homecoming or Prom. Help the school by purchasing decorations and having members set them up. Remember to adhere to the dance's theme.

DECORATE WINDOWS

To spread school spirit, paint and decorate windows on the school, on local businesses, and on high school students' cars (with permission, of course). Your club can draw mascots, write slogans, etc. Some clubs even sponsor a town-wide contest for window decorations. The winner gets some sort of prize (one hundred dollars if often appropriate). To host a contest, be sure to get other clubs around the school involved and to publicize the contest in as many ways as possible.

SERVE REFRESHMENTS DURING THE DANCE

During the Homecoming or Prom dance, refreshments are a necessity. Your club can try to make money off of the refreshments, try to break even, or donate money to the dance by charging a very small amount of money per item. If your school is already running a refreshments stand, your club can offer to help pay for the items.

HOST A POWDER PUFF GAME

A "powder puff" game is commonly held during the week leading up to Homecoming. This is simply a girls flag football game pitting Juniors versus Seniors. There will be a lot of people from the community who want to attend, so this can be a major fund raiser. If your Key Club does sponsor such an event, it is often fun to buy team members jerseys which display nicknames on the back. During the game, you can arrange half time festivities, announcers, concession stands, and more.

HOST FUN ACTIVITIES

A powder puff game is only one of many activities your club can host. Others include:

- Bonfires
- Weird contests (marshmallow eating contest, potato sack race, etc.)
- Concerts (try to get high school bands to play)

SERVICE PROJECTS FOR THE SCHOOL

→ *Helping with Homecoming and Prom*

- Tournaments (Arrange it so that the tournament will end the day before or the day of the dance. Tournaments can range from playing pool, playing cards, to jumping rope.)
- Student versus faculty games (it's always entertaining to watch teachers try to play sports!)

The activities your club hosts should be fun and inexpensive. They should also include as many students as possible.

ADVERTISE FOR HOMECOMING OR PROM

Help spread the spirit and make the community aware of the dance and its related events by handing out fliers, making posters, running newspaper ads, and more (see *Publicizing Projects and Fund Raisers*).

HOST A POST-DANCE PARTY OR LOCK-IN

Trouble frequently occurs after Homecoming and Prom. Sponsor some sort of party or lock-in at a local recreation center. Make sure to provide refreshments and numerous activities. Don't make the cost of admission too expensive as high school students will choose not to go. If your club can't afford to cover many costs, ask the school or another service organization to help sponsor it. (Or, see *Fund Raisers*!)

SERVICE PROJECTS FOR THE SCHOOL

→ *Hosting Parties and Dances*

Hosting Parties and Dances

If a man insisted always on being serious, and never allowed himself a bit of fun and relaxation, he would go mad or become unstable without knowing it. --Herodotus

HOST A POOL PARTY

Host a pool party! You can invite only Key Club members, or open it to the entire school. Hosting it at someone's house is less expensive, but not always practical. Provide an amplitude of food and drinks, provide a source of music, and arrange games people can play (water basketball, gutter ball, etc.). This project isn't usually a fund raiser, but rather a way for Key Club to let students have some fun!

HOST A SUPER BOWL PARTY

The Super Bowl is a great time to throw a party. Provide a big screen TV., places to sit, and refreshments and the party is set! People at the party will often only pay attention to the commercials, which makes it all the more fun.

HOST A TAILGATE PARTY

Tailgates are usually held before football games or other sporting events, but you can be flexible about it. Barbecue some brats and burgers and you'll attract a crowd in no time!

SPONSOR A BATTLE-OF-THE-BANDS

If your school has several local bands, this turns into a very fun project. Offer an impressive prize for the band that gives the best performance (the audience can be the judge). Using the school's cafeteria or gymnasium cuts down on costs. This can turn into an easy fund raiser by charging a dollar or two at the door.

HOST A KARAOKE PARTY

A karaoke party is loads of fun for everyone. Just rent some equipment from a local DJ or stereo business. Various contests during the party (such as a swing dance contest, a limbo contest, etc.) make it even more interesting.

SPONSOR A DANCE

Sponsor a dance the day after a big sporting event. Be sure to thoroughly publicize the dance to the entire school. Hiring a professional to take care of music usually works the best.

HOST A TALENT SHOW

Publicize this event well in advance. Hold auditions and tryouts for everyone planning to participate. Holding the show during school hours naturally gets the biggest audience, but such a time isn't

SERVICE PROJECTS FOR THE SCHOOL

→ *Hosting Parties and Dances*

always practical. This project can easily be a fund raiser, even if the club gives out prizes to winners.

HOST A MR. ---HS

Use the first letter of your school name to fill in the project name. This event should be held at the end of school one day. It's basically a beauty contest for guys. The beauty contest can include a bathing suit event, a night-wear event, a lip-sync event, and more. Get high school faculty members to be the judges. Award prizes to the winners.

HOST A COUNTRY LINE DANCE

This event won't attract large numbers of people, but is a great way to have some fun. Invite students to come and show off their skills. Square dancing, limbo dancing, and various contests can also be included in this event.

CELEBRATE YOUR CLUB'S BIRTHDAY

A good way to gain publicity around school is to host a birthday party. Invite everyone to the party and provide food and entertainment. The party can be held at the end of school one day, or outside of school. This project can also be a banquet.

HOST A WACKY OLYMPICS

Organize this event for the entire school or just for Key Club members. Include events like a flipper race, a diaper race, an obstacle course, a potato sack race, hula hoop contests, and other wacky games. Give out prizes and awards to the winners.

HOST A MOVIE PARTY

This type of party is a lot of fun for students. Simply go to the local video stores and rent recently released movies. Set up a big screen TV., make sure there are places to lounge, and provide drinks and snacks. Cut down on costs by charging an admission fee to the party.

HOST AN ICE CREAM SOCIAL

Host an ice cream social sometime. Buy some tubs of ice cream, toppings, cones, napkins, and a scooper!

HOST A ROOT BEER KEGGER

Buy a few tubs of vanilla ice cream and several gallons of root beer! Have root beer floats, watch movies, and have a good time!

SERVICE PROJECTS FOR THE SCHOOL

→ *Making the School a Better Place...*

Making the School a Better Place...

Tomorrow is the most important thing in life. Comes into us at midnight very clean. It's perfect when it arrives and it puts itself in our hands. It hopes we've learned something from yesterday. --John Wayne

PERFORM PROJECT LIFE

Project life is a suicide prevention program. The program begins with a motivational speaker. On the next day, participating Key Club members dress completely in black. The members aren't allowed to speak or interact with anyone, not even teachers, for the entire day. The event is used to demonstrate how important every person is. At the end of the project, Key Club members pass out ribbons and cards with the message, "To the world, you may just be one person; but to one person, you just may be the world."

HELP THE LIBRARY WITH BOOKKEEPING

Ask librarians how members can help around the library. Dusting book shelves and organizing books are common tasks.

ADVOCATE SEAT BELT SAFETY

A very neat project your club can perform involves advocating seat belts. Once in a while, before school, have members stand around the parking lot. Members should observe each car as it comes in and check to see if the driver is wearing a seat belt. If the driver is, the member should approach the car with some type of prize (a sucker, candy bar, tootsie roll, etc.). This project requires many workers, but if it is done on a regular basis (say, three times a month, but don't let anyone outside of Key Club know), it really does increase the amount of people who wear their seat belts.

HOLD STUDY SESSIONS BEFORE FINALS

Arrange a time before or after school when students can come and study for finals. Try to get teachers to help with the project by being at the sessions to answer questions.

HOLD STRESS RELIEF SESSIONS

High school students are forced to endure a lot of stress. Hold stress relief sessions throughout the year to help relieve some of this burdening stress. This project is especially useful before finals.

HELP SET UP THE FLAG

Schools often need help setting up the flag outside of school. One to three Key Club members per week can put the flag up and take it down.

SERVICE PROJECTS FOR THE SCHOOL

→ *Making the School a Better Place...*

SPONSOR AN AWARENESS WEEK

Choose a topic, such as drug awareness, and devote the entire week to it. Invite speakers, hang signs, make posters, distribute ribbons and cards, and do whatever else to help bring attention to the topic. Try to get several school organizations involved in this project. (For in-depth topic ideas, see *Service Projects for the Home and Community* → *Spreading Awareness*)

PASS OUT REPORT CARDS

Help your school by passing out grade cards at the end of the term. The school's faculty will appreciate this project as it saves them time.

MAKE THE HALLWAYS A POSITIVE PLACE

This project can be a lot of fun. Simply have Key Club members create posters that have a positive message on them. The signs may include catchy slogans concerning drugs, alcohol, and seat belt safety. Interesting quotes and phrases are very effective. Students will read the signs frequently, so the project does have an impact. Every 2-9 weeks, take down all the signs and make new ones.

SPONSOR A MUSICAL LUNCH

One day, have the cafeteria staff pass out all lunches in paper bags. Direct the students to eat on the school lawn. Provide entertainment by letting a school band play for the duration of lunch. The band will often offer to play for free because it gives them easy publicity.

MAKE A SENIOR GOOD-BYE VIDEO

As a gift to the senior class, have Key Clubbers create a farewell video. Let each senior get 45 seconds in front of the camera, to say a simple message to his or her classmates. The video can also include highlights from the year, graduation, etc. Your club can pay for the videos and then charge appropriately, pay for the videos and call them a gift from the Key Club, give the videos to anyone who brings in a blank video, etc.

TAKE CHARGE OF THE SCHOOL MARQUEE

If your school has a marquee, one project is to continually update it. Contact school directors to find out what type of messages your club can put on it.

ADOPT-A-FRESHMAN

Have upperclass members take freshmen under their wings. The members can help the freshmen adjust to high school. This is also a great way to attract new Key Club members!

SPONSOR A CULTURE FAIR

Sponsor an event that spreads cultural appreciation. Set up different booths that represent different countries. Get help from other organizations and invite people from around the community to help represent some of the different countries (you can find many helpful people at a local university). Each booth can present unique facts, customs, food, etc. from that country.

SERVICE PROJECTS FOR THE SCHOOL

→ *Making the School a Better Place...*

BRING UP GRADES (B.U.G.)

Organize a school wide challenge to bring up grades. At the end of a term, challenge students to raise their grades 0.5 or more by the end of the upcoming term. Students who meet the challenge are invited to some sort of party (pizza, ice cream, barbecue, etc.) at no cost.

ARRANGE CAREER SEMINARS

Schedule a career program at your school. Your club can arrange speakers, booths, and fliers with the help of school directors and the guidance department.

PROVIDE COLLEGE INFORMATION

Have members send letters to colleges and organizations requesting information. Help distribute the materials to students. This project should be done in conjunction with the guidance department.

IMPROVE STUDENT AND TEACHER RELATIONSHIPS

The intent of this project is to improve relations between the students and faculty. First, have Key Club members gather unique information about each teacher (example: teacher's favorite rock star in the '60s). Compile all the information and make questions out of them (Which teacher's favorite rock star in the '60s was Elvis Presley). Then pass out three to five different questions to each student. Students can only find the answers by conversing with the teachers. Set up prizes for students who successfully answer all their questions.

SET UP AN IMMERSION CAMPAIGN

Feature one ethnic group each month at your high school. Organize a multicultural committee that will gather information about the featured group. Have members make posters, set up booths, and give daily announcements to educate the student body about the ethnic group.

PURCHASE OR BUILD A TROPHY CASE

A very practical Key Club project is to purchase or build a trophy case for your school (if your school doesn't already have one). If your club chooses to build one, an idea is to paint it with the school's colors.

BUILD A SCHOOL WELCOME SIGN

If your school doesn't already have a significant welcome sign, your Key Club can make one. Contact your school's workshop program for help. Have members brainstorm design ideas, help with the construction, and paint the welcome message and school slogan.

ORGANIZE PRACTICE SATs

Contact either Princeton Review or Kaplan and invite them to your school to administer a practice SAT for students. The two organizations do the tests for free, so this is a low cost project. The organizations will send tests results back and usually host an interpretation session for students.

SERVICE PROJECTS FOR THE SCHOOL

→ *Making the School a Better Place...*

HELP THE NEW KID

New students are often overwhelmed when transferring to a new school. Have Key Club members help new students for a week or so get used to the school, find their classes, etc. This project is also a great way to attract new members.

BUY AN ACTIVITY BOARD

Buy an activity board for the school. On it, announce all school activities and sporting events. Sell advertising on a weekly to monthly basis and use the revenue to cover the cost of the board. Have one or two members in charge of the board each week.

DONATE ATHLETIC EQUIPMENT

Help your school's athletic department by donating some equipment. You can donate wrestling mats, nets, baseball helmets, or anything your school may need. Be sure to consult with the Physical Education Department before purchasing anything.

CONDUCT A SCHOOL SUPPLY DRIVE

Collect school supplies from students in your school. All types of supplies are needed. Also publicize the drive around the community and ask for spare pencils, pens, rulers, etc. Contact a local agency to get a list of needy schools you can donate the supplies to.

SPONSOR A SPIRIT DAYS EVENT

Sponsor a spirit days event in your school. The event could take place on five Fridays before spring break, on all days of a selected week, or during the week before Homecoming. Have dress-up themes for each day. Some ideas are: pajama day, school colors day, mismatch day, and crazy hat day.

SPONSOR A TEACHER OF THE MONTH COMPETITION

During each month of the school year, cite outstanding teachers throughout the school. Reward them with a certificate or small gift.

Section 2

Service Projects for the Home and Community

- .. *Beautifying the Community*
- .. *Donating to Charities*
- .. *Helping Other Organizations*
- .. *Helping the Elderly*
- .. *Helping the Sick and Needy*
- .. *Helping with Community Events*
- .. *Making the Community a Better Place...*
- .. *Promoting Technology*
- .. *Recycling*
- .. *Spreading Awareness*
- .. *Supporting Human Spirituality*

Instill the love of you into all the world, for a good character is what is remembered.

--The Teaching for Merikare

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Beautifying the Community*

Beautifying the Community

Whatever is in any way beautiful hath its source of beauty in itself, and is complete in itself; praise forms no part of it. So it is none the worse nor the better for being praised.

--Marcus Aurelius Antoninus

COMMUNITY CLEAN UP DAY

Sponsor a community-wide clean up day. Have Key Club members travel all around the community with brooms, rags, and trash bags. The members should wear neon vests so that the people of the community recognize a theme throughout the day. Members should be very vocal about the campaign and explain the project to people. At the end of the day, it's a good idea to reward those involved with a pizza or ice cream party.

CLEAN UP LOCAL FORESTS AND PARKS

Have Key Club members go to community forests and parks and help pick up trash and litter. This project is very similar to the community clean up day.

PLANT TREES

Find an area that seems rather plain. With the town's permission, have Key Club members plant trees in the area. The people will be very appreciative in upcoming years. Possible areas include local baseball fields, parks, and libraries.

BEAUTIFY THE COMMUNITY WITH FLOWERS

Flowers always make everything seem more cheerful. Pick out spots in the community and create little flower beds there. Members should be taught basic gardening skills during the project. Your club can also upkeep the areas a few times every month.

REFURNISH A LOCAL MUSEUM

Museums often need in hand. Have Key Clubbers offer to help with some everyday tasks. If the museum is undergoing some type of renovation, members can play a part in this rebuilding.

PAINT TRASH BARRELS

Turn ordinary, bland-looking trash barrels into colorful works of art with just a touch of the brush! This also encourages people to dispose of trash in the proper place. This project is fun and improves the community image.

HELP THE COMMUNITY BUILD A FOUNTAIN

Help the community build a fountain by donating money to the project. Key Clubbers can also help with the construction.

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Beautifying the Community*

RAKE LEAVES AROUND TOWN

Go around the community to parks, houses, libraries, etc. and offer to rake surrounding leaves. It is recommended that you don't charge for the service, but instead demonstrate fall spirit and good will. Make sure to bring lots of rakes. If a leaf-blower is available, you can use that too. Have members meet up at the end of the day to celebrate a day of hard work. Treat them to pizza or ice cream.

ADOPT-A-HIGHWAY

Adopt a piece of highway and keep it completely clean. This is a very common project. Members should clean the area at least one time per month.

PAINT OLD HOUSES

Paint some of the older and larger houses in a run down area of your town or city. This project works best when there are several people working on a house.

FIX UP OLD HOUSES

Fix up some of the older houses in a run down area of your town or city. Have a professional or expert available as you perform this project. This is a great way to teach members about construction and practical tool skills.

CLEAN LOCAL STATUES

Volunteer to clean some of the local statues that have gained a thick layer of dirt over the years. Work with your fire or police department when performing this project.

PAINT FIRE HYDRANTS

After getting the city's permission, your club could paint fire hydrants! You can even conduct a contest with prizes for the best looking hydrant.

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Donating to Charities*

Donating to Charities

Money-giving is a very good criterion of a person's mental health. Generous people are rarely mentally ill people.

--Dr. Karl A. Menninger

There are countless charities that your club can donate money to. When your club conducts a fund raiser with the proceeds being donated to a charity, be sure to publicize the name and purpose of the charity with your project. The following web address offers a complete listing of charities, detailed information about how each charity spends donations, and contact information for each charity.

<http://www.betterbusinessbureau.com/reports/charity.asp>

To obtain a print copy of the information, you can write to the:

Philanthropic Advisory Service
Council of Better Business Bureaus
4200 Wilson Boulevard
Arlington, VA, 22203

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping Other Organizations*

Helping Other Organizations

We secure our friends not by accepting favors but by doing them. --Thucydides

There are many organizations that can use help from Key Club. Contact these organizations and see what you can do. The following is a list of organizations along with descriptions and contact information. (Borrowed from the 2000-2001 *Major Emphasis Program Manual*.)

Big Brothers/Big Sisters

Big Brothers/Big Sister of America (BBSA) is a national youth service organization that matches volunteer mentors with children. It is a federation of more than 500 local agencies across the United States, and it serves tens of thousands of kids in all types of communities. There is a Big Brothers/Big Sisters of Canada as well as Big Brothers/Big Sisters International. Volunteers are called Big Brothers or Big Sisters, and the children they are matched with are called Little Brothers or Little Sisters. A High School Big is simply a student in high school who volunteers as a Big Brother or Big Sister to a younger child. A High School Big becomes that child's special friend and role model, offering attention, support, and encouragement. The most important thing a Big can do for a Little is to be a friend – to listen, give advice, and to have fun. A few ways a Key Club member can interact with their Little Brother or Sister are:

- Do homework or go to the library
- Play sports and attend athletic events
- Read a book together
- Talk about yourselves and your families
- Enjoy a hobby or play board games
- Go roller blading, biking, hiking, etc.
- Go to the mall or to the movies
- Share a pizza after school
- Do volunteer work together for your community

A match between a Big and a Little is handled through a local agency. Each High School Big is carefully selected to ensure the volunteer is responsible and committed. Key Club members may choose to have their own Little Brother or Sister, or the entire club might become a mentor for a young person. The number one rule is responsibility and commitment on behalf of all involved. Take time to learn more about volunteering by contacting your local Big Brothers/Big Sisters Agency.

Contact:

Big Brothers/Big Sisters of America
230 North 13th Street
Philadelphia, Pennsylvania 19107-1538
215-567-7000
www.bbbsa.org

Signature Project:

Adopt a Little Brother/Little Sister
Date: Summer

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping Other Organizations*

UNICEF

UNICEF, the only organization of the United Nations dedicated exclusively to children, works with other United Nations bodies, governments and nongovernmental organizations to assist in children's needs through community-based services in primary health care, basic education, and safe water and sanitation in more than 140 developing countries. UNICEF shares the Kiwanis family's global commitment to children and has provided its extensive resources and leadership to assist in the Worldwide Service Project to virtually eliminate Iodine Deficiency Disorders (IDD) from the globe. UNICEF is much more than IDD. It is an organization dedicated to ensuring a brighter future for the children of the world. It focuses on an unlimited number of topics including:

- o Humanitarian programs around the world
- o Relief and recovery work in nations that have been devastated by natural disasters
- o Vitamin A global initiative
- o Convention of the Rights of the Child

To learn more about these programs and how issues facing children are being addressed, contact UNICEF and learn more. Key Clubs can actively participate in a wide assortment of programs and projects to help educate their communities and the world about issues facing children.

Contact:

UNICEF
UNICEF House
3 United Nations Plaza
New York, New York 10017
212-326-7000
www.unicef.org

US Fund for UNICEF
333 East 38th Street
New York, New York
10016
212-992-2613
www.unicefusa.org

Signature Project:
Trick-or-Treat for UNICEF
Date: October 31, 2001

Children's Miracle Network

Hospitalized infants and children need special pharmaceuticals and equipment engineered to work with their small stature. From the tiniest tube or milliliter of medication to ECMO, a formidable device that acts as an artificial lung outside the body, medicines and machines that help sick kids get well are specialized – and high-priced. Skilled pediatric professionals armed with evolving treatments and expensive tools work to save more than 14 million children annually from life-threatening injuries, birth defects, cancer, and numerous other ailments. In order to afford treatment, children's hospitals require funding. Children's Miracle Network (CMN) is a nonprofit organization that raises money to benefit hospitalized kids and increases awareness of its member hospitals. All CMN contributions directly benefit hospitals, helping to purchase up-to-date equipment, train staff, conduct life-saving research, implement outreach programs, and provide healthcare for children whose parent's can't afford to pay. In 1996, Key Club International decided to partner with CMN. Clubs participate in Service of Champions Day (a service-a-thon that raises money for hospitals and benefits communities simultaneously), sponsor dance marathons, and stage other fund-raising events. In addition to raising funds, Key Club members also can participate in service projects at their local children's hospital in the following manners:

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping Other Organizations*

- Provide toys and dolls for kids going through trauma.
- Contribute to or create video, toy, or book lending libraries or playrooms.
- Help staff information booths or surgery waiting rooms.
- Assist families with children who require long-term care or who live great distances from hospitals.
- Support safety campaigns or parent education programs.
- Purchase specific pieces of equipment.

Contact:

Children's Miracle Network
4525 South 2300 East
Suite 202
Salt Lake City, Utah 84117
801-278-8900
www.cmn.org

Signature Project:
Service of Champions Day
Date: January 26, 2002

March of Dimes

The March of Dimes was founded in 1938 by US President Franklin Delano Roosevelt to help fight polio. Within only 12 years, the March of Dimes had amassed more than \$1 million in funds that helped researchers identify all three polio viruses. In 1954, the March of Dimes ran field trials of the polio vaccine with more than 1.8 million school children participating. This began what would become their concerted effort to save babies from birth defects. Key Club International began partnering with the March of Dimes in the 1960s by holding dances, carwashes, and bake sales to raise funds to further research in the medical field to help reduce birth defects. Key Club members around the world remember collecting dimes in hopes that someday children would be born free of birth defects. Though times have changed since the inception of this organization, one thing remains the same: Each day young children are being born with birth defects. Some are easily prevented while others still remain a mystery to modern medicine. Key Club is proud to partner with the March of Dimes as we join together to save babies. March of Dimes currently focuses on four main goals:

- Reduce birth defects by 10 percent
- Reduce infant mortality
- Reduce low birthweight to no more than 5 percent of all live births
- Increase the number of women who get prenatal care in the first trimester

Each year 750,000 corporations and individuals participate in WalkAmerica to benefit the March of Dimes. Key Club members can form teams and join their local March of Dimes Chapter in this endeavor. All contributions will remain at the local level to help with the fight against birth defects. The March of Dimes also is promoting a Folic Acid/Vitamin B Campaign to help educate mothers and mothers-to-be about the importance of a daily dose of folic acid/vitamin B. For more information on this campaign and other service opportunities, contact your local chapter or the National Office. Together we can make a difference. Together we can ensure that babies are born healthy. Together we can reach out around the world and know that we are ensuring a safe tomorrow for children everywhere.

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping Other Organizations*

Contact:

**March of Dimes
National Youth Programs
1275 Mamaroneck Avenue
White Plains, New York 10605
914-997-4615
www.modimes.org**

**Signature Project:
Folic Acid Campaign
Date: Ongoing**

**Signature Project:
WalkAmerica
Date: April 27-28, 2002**

Circle K International

Circle K International is a collegiate service organization and a Kiwanis family member. Devoted to involving college and university students in campus and community service, Circle K is developing quality leaders and citizens. Circle K's Service Initiative is "Focus on the Future: Children" and encourages chapters and members to work on projects serving children. Circle K inspires people to better our world through its international membership of more than 11,000 collegians on more than 500 college campuses.

Contact:

**Circle K International
3636 Woodview Trace
Indianapolis, Indiana 46268
Phone: 1-800-KIWANIS, x 123 or 317-875-8755, x 123.
www.circlek.org**

Builders Club

Builders Club is a Kiwanis family member for middle school age students that enables members to make a personal contribution to their school, community, and peers. As the motto, "We Build" indicates, Builders Club is for young people who want to take a positive, constructive action.

Contact:

**Builders Club Department
3636 Woodview Trace
Indianapolis, Indiana 46268
1-800-KIWANIS, x 164 or 317-875-8755, x 164
www.buildersclub.org**

K-Kids

K-Kids, the newest member of the Kiwanis family, provides young people between the ages of six and 10 the opportunity to develop at an early age self-esteem, leadership skills, morals and standards, and

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping Other Organizations*

respect for others. Each K-Kids Club is sponsored by a local Kiwanis club and may incorporate such current Kiwanis programs as the BUG Program, Reading is Fundamental, and Terrific Kids.

Contact:

K-Kids Department

3636 Woodview Trace

Indianapolis, Indiana 46268

1-800-KIWANIS, x 164 or 317-875-8755, x 164

www.kkids.org

Kiwanis International

Kiwanis International is an organization devoted to the principle of service; to the advancement of individual, community, and national welfare; and the strengthening of international goodwill. Kiwanis membership spans the globe, with more than 300,000 members in more than 8,000 clubs in 80 countries, giving \$70 million and 7 million volunteer hours for community service each year.

Contact:

Kiwanis International

3636 Woodview Trace

Indianapolis, Indiana 46268

1-800-KIWANIS or 317-875-8755

www.kiwanis.org

American Red Cross

The American Red Cross, a humanitarian organization led by volunteers and guided by its Congressional Charter and the Fundamental Principles of the International Red Cross Movement, provides relief to victims of disasters and helps people prevent, prepare for, and respond to emergencies.

Contact:

American Red Cross

Volunteer Resources

National Headquarters

1624 North Kent Street

Falls Church, Virginia 22209-2106

703-248-4340

www.redcross.org

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping Other Organizations*

Best Buddies

The mission of Best Buddies is to enhance the lives of mentally disabled people by providing opportunities for socialization and employment. Best Buddies is an International non-profit organization that matches people with and without mental retardation in mutually enriching one-to-one friendships. This organization can be a part of every aspect of the community. There is a Best Buddies College program, and Best Buddy organizations for high schools.

Contact:

Best Buddies

**100 SE Second Street
Miami, Florida 33131
350-374-2233**

Canadian Association of Toy Libraries and Resource Center (TLRC Canada)

The TLRC Canada will help Key Club members find information on toy libraries and the nearest family resource center or toy lending library in the region.

Contact:

TLRC Canada

**205-120 Holland Avenue
Ottawa, Ontario CANADA
K1Y 0X6
613-728-3307**

Child Care Advocacy Association of Canada

The Child Care Advocacy Association of Canada can help Canadian Key Club members find their voice on children's issues.

Contact:

Child Care Advocacy

Association of Canada

**323 Chapel Street
Ottawa, Ontario CANADA
K1Y 0X6
613-594-3196**

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping Other Organizations*

Center for the Improvement of Early Reading Achievement (CIERA)

CIERA's mission is to improve the reading achievement of children by generating and disseminating theoretical, empirical, and practical solutions to persistent problems in learning and teaching beginning reading.

Contact:

**Center for the Improvement of Early Reading Achievement
University of Michigan
School of Education
610 East University
Avenue, Room 1600 SEB
Ann Arbor, Michigan 48109-1259
734-647-6940
www.ciera.org**

Child Welfare League of America (CWLA)

CWLA is an association of almost 1,000 public and private nonprofit agencies that assist more than 2.5 million abused and neglected children and their families each year with a wide range of services. CWLA was established to guard children's rights and meet children's needs. This federation includes public and private nonprofit agencies across the United States and Canada.

Contact:

**Child Welfare League of America
440 First Street NW, Third Floor
Washington, DC 20001-2085
202-638-2952**

Consumer Product Safety Commission (CPSC)

CPSC, an independent Federal regulatory agency, helps keep American families safe by reducing the risk of injury or death from consumer products.

Contact:

**U.S. Consumer Product Safety Commission
Washington, DC 20207
1-800-638-2272
www.cpsc.gov**

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping Other Organizations*

Every Child By Two (ECBT)

ECBT's Mission: To ensure that all of America's children are fully immunized on schedule, from birth to two years of age and to institutionalize immunization delivery nationwide.

Contact:

Every Child By Two

PO Box 109

Arlington, Virginia

22210-0109

703-271-2680

www.ecbt.org

First Book

First Book is a nonprofit organization that gives underserved children the opportunity to read and own their first new books. It began by "linking arms at a national level" with partners such as the Corporation for Public Broadcasting, B. Dalton Books, and Scholastic Publishing. Today, volunteer leaders continue to help raise funds and provide books for local family literacy programs.

Contact:

Kyle Zimmer

1319 F Street, NW

Suite 500

Washington, DC 20004

202-393-1222

www.firstbook.org

The National Mentoring Partnership

In the organization's first five years, The National Mentoring Partnership has helped more than 25,000 young people find mentors and secured commitments from businesses and community leaders to recruit more than 300,000 new mentors for children throughout the world. Ultimately, The National Mentoring Partnership aims to increase the number of children with mentors to 2 million.

Contact:

The National Mentoring Partnership

1400 I Street NW Suite 850

Washington, DC 20005

202-729-4345

www.mentoring.org

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping Other Organizations*

Habitat for Humanity International

Habitat for Humanity is a nonprofit, ecumenical Christian housing ministry dedicated to eliminating substandard housing and homelessness worldwide and to making adequate, affordable shelter a matter of conscience and action. Habitat invites people from all faiths and walks of life to work together in partnership, building houses with families in need. There are now more than 1,300 active affiliates located in all 50 states and the District of Columbia. There are also more than 250 International affiliates coordinating some 800 building projects in 56 countries around the world.

Contact:

Habitat for Humanity International
Campus Chapters and Youth Programs Department
121 Habitat Street
Americus, Georgia 31709-3498
912-924-6953, x 415
www.habitat.org

Oxfam International

Oxfam fights global poverty and hunger by working in partnership with grassroots organizations promoting sustainable development in Africa, Asia, the Americas, and the Caribbean. Oxfam aims to improve people's basic living conditions as they work to overcome poverty and powerlessness.

Contact:

Oxfam International
26 West Street
Boston, Massachusetts 02211
800-597-FAST or 617-728-2488
www.oxfam.org

Read Across America

The National Education Association is calling every child and every community to celebrate the annual reading day, March 2nd, the birthday of Dr. Seuss. Individuals should organize events in schools, libraries, and book stores across the country for this annual celebration.

Contact:

Read Across America
National Education Association
1201 16th Street NW
Washington, DC
20036-3290
202-822-SEUS
www.nea.org/readacross

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping Other Organizations*

Read and Lead

The Read & Lead™ program is a one-on-one reading improvement program conducted by high school students to teach young emergent readers in the early years of elementary school to enjoy reading. Key Club members are asked to mentor a child by donating one hour of their time each week to read stories and books to an elementary school child who is struggling with the task of reading. By reading books and becoming the child's reading friend, the Key Club member becomes a positive role model and mentor.

Contact:

www.readandlead.org

SAFE KIDS

The National SAFE KIDS Campaign is the first nationwide movement to prevent unintentional childhood injury. At the heart of the Campaign are more than 170 State and Local SAFE KIDS Coalitions in 47 states and the District of Columbia which implement comprehensive, multifaceted, community-based strategies focusing on child occupant protection, bicycle safety, residential fire detection, and scald burn prevention.

Contact:

The National SAFE KIDS Campaign
1301 Pennsylvania Avenue NW Suite 1000
Washington, DC 20004-1707
202-662-0600
www.safekids.org

Special Olympics International

Special Olympics is a nonprofit, International program in 150 countries of sports training and competition for individuals with mental retardation. Special Olympics provides year-round sports training and athletic competition in a variety of Olympic-type sports. Special Olympians receive continuing opportunities to develop physical fitness, demonstrate courage, experience joy, and participate in a sharing of gifts, skills, and friendship with their families, other Special Olympics athletes, and the community.

Contact:

Special Olympics International
1325 G Street NW Suite 500
Washington, DC 20005
202-628-3630
www.specialolympics.org

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping Other Organizations*

United Way of America

United Way of America's (UWS) Mobilization for America's Children calls for all children to get the care and support they need, because too many children are suffering from personal and family problems, doing poorly in school, and growing up in poverty. Success by Six is one United Way program that strives to ensure that all children reach age six healthy and school-ready.

Contact:

United Way of America
701 North Fairfax Street
Alexandria, Virginia
22314-2045
703-836-7100
www.unitedway.org

Teach the Children

Teach the Children works to promote attendance and ensure that no impoverished child fails to attend school because of a lack of basic school supplies. This program provides positive influences to enhance the child's self-esteem and sense of pride. Information is available in Spanish.

Contact:

Teach the Children
7249 Bandera Road Suite D
San Antonio, Texas 78238
210-680-0217



SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping the Elderly*

Helping the Elderly

*No man loves life like him that's growing old.
--Sophocles*

DO HOUSEHOLD CHORES

A neat project is to have Key Club members assigned to different senior citizens. For an afternoon, have the members do chores for the senior citizens. The chores can be to dust around the house, rake leaves, teach the senior citizens how to work email, anything! It is best to assign two or three members per house.

HELP SENIOR CITIZENS WITH YARD KEEPING

Especially when leaves are on the ground, have Key Club members help with yard work. Members can rake, clean the off the outside of the house, pull weeds, mow lawns, etc.

DRIVE ELDERLY TO VOTING AREAS

Hold sign ups in advance, and arrange times for Key Club members to drive senior citizens to the voting places on election day. This is a very easy project and encourages voter turnout.

HELP WITH GROCERIES

With permission from the store, have Key Club members stand at the check outs. When someone needs help hauling groceries to his or her vehicle and then putting them away, Key Clubbers should take care of the work. Have members wear something so that people will recognize that they are there to help. This is a good publicity project, too.

HELP AT NURSING HOME

Provide general help at the local nursing home. A simple five minute conversation can make someone's day. See what tasks members can perform to help out at the nursing home.

HOST PARTIES AT NURSING HOME

On special occasions or for no reason at all, host a part at a nursing home. A Hawaiian party is often a hit. Set up decorations, hand out balloons, etc.

DONATE TO A NURSING HOME

As a gift to a nursing home, your club can buy something that will be useful or entertaining. Some examples are movies, a microwave, board games, and tables.

PREPARE GIFT BAGS FOR NURSING HOME

Make some interesting gift bags to give away to people at the nursing home. Have members personally pass them out. Don't put food or candy in them, but rather things like small puzzles, messages, a book, and so on.

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping the Elderly*

PASS OUT FLOWERS TO ELDERLY

Take flowers or roses house to house or in a nursing home and give them away. Wish the recipient a happy day, and be sure to smile. This project is so simple, yet the results are unbelievable.

PLAY BINGO WITH PEOPLE AT NURSING HOME

Brighten everyone's day with a game of bingo. Give out prizes to the winners and then give out small gifts to everyone. Members will witness some true smiles.

READ MAIL TO THE ELDERLY

Go to a nursing home or retirement village and read mail to the elderly. This is a very simple way to show how much you care.

SPONSOR GET-TOGETHERS FOR RETIRED PERSONS

On Saturdays or special occasions, your club could sponsor get-togethers for retired persons. The get-togethers could include speakers, games, contests, meals, refreshments, and more. This project is a great way to build unity within the community.

SHOVEL SNOW

Offer to shovel snow out of senior citizens' driveways. This project requires a lot of shovels and hard working Key Clubbers. At the end of the day, have members meet up in a warm place for some hot chocolate.

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping the Sick and Needy*

Helping the Sick and Needy

*Preferring to store her money in the stomachs
of the needy rather than hide it in a purse.*

--Saint Jerome

GATHER USED CLOTHING FOR NEEDY WOMEN

To perform this project, you must publicize it well. Gather different types of clothes, categorize them, and then distribute everything to needy women. You can get information by contacting your local Women's Center.

CLEAN HOMELESS SHELTER

Go to the local homeless shelter and find out how Key Club can make the place nicer. Bring rags, brooms, dusters, etc. so that they don't have to provide it. Hard working members and three hours can make a huge difference.

HOST A TOY/COAT/FOOD DRIVE

This project is very common among clubs. The drive doesn't have to cover toys, coats, and food, these are just three possible suggestions. This requires a lot of community support, so make sure to publicize it thoroughly (see *Publicizing Projects and Fund Raisers*). Get addresses of homes that need the supplies by asking people to send a letter. The letter should include information such as clothing sizes, number in household, number of kids, ages of kids, etc. Ask to put boxes in local businesses where people can donate toys, coats, or food. Food drives mostly pass out canned goods. Your club can also buy turkeys, hams, chickens, bread, etc. If your club performs a toy drive, have club members repair toys and provide batteries as needed. Try to get help from other service organizations in your school and around the community for this project.

HOST A DINNER FOR THE NEEDY

Host a dinner for the needy in your community. Your club can ask for donations to help sponsor it. Members can help cook the meals, set the tables, and so on. Publicize the dinner around town and at the local homeless shelter. Expect a large turnout.

DONATE A SPINOZA BEAR TO HOSPITAL

Spinoza bears are always the perfect gift to hospitals. Present the bear(s) personally, and try to schedule a time when members can go spend time with the recipient.

VOLUNTEER AT HOSPITAL

Have members volunteer at the local hospital. This project is a real eye-opener for Key Club members and very beneficial to the community.

VOLUNTEER AT HOMELESS SHELTER

Similar to volunteering at a hospital, go to a local homeless shelter and find out how Key Club can

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping the Sick and Needy*

help. This is another very beneficial project to both members and the shelter.

TAKE FOOD TO HOMELESS

A very neat project is to go out and buy some food and bring it to the homeless. Make sure members stay in large groups when they perform this project. Your club can also bring food directly to the homeless shelter.

SPEND TIME WITH PEOPLE IN THE HOSPITAL

Someone to talk to is a precious gift, especially when one is in need. Have members go to the hospital and talk with patients. Let the patients do most of the talking. Members can also play games with them. Members will gain valuable insights into old age and sickness after this project.

DECORATE HOSPITAL OR NURSING HOME

Make a hospital or nursing home a little more festive by decorating it. You can paint pictures, hang artwork, buy new curtains, and do whatever to help make the place more cheerful.

PREPARE GIFT BAGS FOR PEOPLE IN HOSPITAL

Have Key Clubbers make little gift bags for people in the hospital. The gift bags shouldn't include food, but rather small puzzles, messages, a book, or other small things that can be used to pass the time.

GIVE CARE PACKAGES

Give care packages to those in your community who have recently undergone hard times or a tragedy. It can be someone who was injured badly, who lost a friend, or whose house caught fire. The package can be a collection of encouraging notes, food items, quotes, and phone numbers they can call if they need someone to talk to.

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Helping with Community Events*

Helping with Community Events

The tendency of man's nature to do good is like the tendency of water to flow downwards.
--Mencius

HELP WITH COMMUNITY PARADES

When your town holds a parade, your club can offer to help in many ways. Building floats, setting up road blocks, directing traffic, and serving refreshments are all common ways of helping.

HELP WITH LIBRARY BOOK DRIVES

Book drives are a major source of funds for libraries. Offer to help by categorizing books, donating boxes, and spreading the word about the drives. Also, help the library get books donated to them for the drive. This is a very good community service project.

HELP AT CARNIVALS AND FESTIVALS

Local carnivals and festivals often need a helping hand. For example, balloon festivals may need workers to help move deflated balloons. Carnivals may need someone to help sell tickets in the booths.

HELP WITH A LOCAL WALK OR RUN

Walks and runs are very elaborate events. They raise a lot of money, but need a lot of workers. Key Clubbers can be timers, road directors, bearers of water, or whatever else may be needed.

CHECK COATS AT EVENTS

Your club can help out at community events by checking in coats of those attending the event. This project can easily be a fund raiser by putting out a cup for donations. It is also a great publicity project.

USHERING AT EVENTS

Community events frequently need ushers also. As with checking in coats, a simple can labeled "donations" should attract some easy cash. Ushering is simple; a few nicely dressed members and a little education about the event is all that is needed.

HELP AT BLOOD DRIVES

Have Key Clubbers help pass out snacks, keep track of participants, and provide moral support.



SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Making the Community a Better Place...*

Making the Community a Better Place...

*Kindly words do not enter so deeply into men
as a reputation for kindness. --Mencius*

PACK EMERGENCY FIRST AID KITS

A really cool service project is to go out and buy some boxes, first aid supplies, and compile an emergency first aid kit. You can distribute them to a homeless shelter, a nursing home, or to people in the community. This project can also be easily tied in with a safety awareness program.

PERFORM RANDOM ACTS OF KINDNESS

This service project usually lasts for around a week. Key Club members go around and perform random acts of kindness around the community. When they do so, they should make it clear that they are part of Key Club, that way people in the community recognize continuity. Also, publicize the event ahead of time. Some of the kind acts could be: mowing lawns, visiting elderly, picking up a pencil for a classmate, anything!

HOST PICNICS

Invite Key Club members' families, or anyone around the community, to attend a picnic. Go to a local park, bring some frisbees, and maybe some fishing poles. You can encourage members to bring food.

VOLUNTEER AT THRIFT SHOP

Volunteering at a local thrift shop is a simple service project. Help by sorting clothes, tidying up, etc.

HELP COMMUNITY COLLEGE

Community colleges are frequently in need of some helpers, especially when getting ready to start school. Help them sort books, pack school supplies, or whatever tasks they may assign you to.

HELP POLICE AND FIRE DEPARTMENT

Offer a hand at your local police or fire department. Not only would you be helping your community, but members get an inside look at possible careers.

VOLUNTEER AT LOCAL LIBRARY

A simple project is to take members to a local library and help out for a couple hours. Librarians will be very appreciative, as long as the members respect the quiet environments of libraries. Members may be asked to dust off shelves, put books away, and so on. This project usually serves as an educator to members. They will learn valuable skills about how to find books, something they will need in the future.

VOLUNTEER AT MUSEUMS

Having members help at museums is a very neat project. It's neat because members will naturally

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Making the Community a Better Place...*

observe things around the museum. The project both educates and provides beneficial service to the museum. Also, museums are often in the process of renovation. Members can help in this respect also.

REBUILD A LOCAL THEATRE

If your community has a theatre that has gone out of business, or a place that can serve as theatre, your club can pursue rebuilding it as a service project. Turn it into a place for theatrical performances and kids' plays. You'll need help from your community and from the owners (obviously). Your club can help purchase and install lights, a stage, seats, cushions, etc.

HOST A PARENT RECOGNITION NIGHT

Host a banquet or fun night in appreciation of parents. This can be confined strictly to club members, or to the entire student body. Hold some sort of awards ceremony, and if possible, don't charge for parents to come.

HOST A GRANDPARENT APPRECIATION NIGHT

Invite grandparents to a banquet or fun night to honor them. As with a parent recognition night, focus on all the great things grandparents have done, and try to let them attend for free.

HOST A FAMILY POTLUCK DINNER

To encourage good relations within the family, hold a dinner specially designed for families. Encourage members to bring dishes to the potluck.

DONATE BICYCLES TO NEEDY FAMILIES

Gather old bicycles and get bicycles donated. Fix them up as needed, and donate them to needy families. Pay for the storage costs, tools, and bicycle pieces. Contact a local shop and ask for help if needed when repairing the bikes.

HOST A DAY ON THE LAKE FOR MENTALLY HANDICAPPED

Invite mentally handicapped people to come enjoy a day on the lake. Provide boat rides and sack lunches. Be sure there are enough life vests and boats available. This project can also be performed at a private lake or pond that is stocked with fish. Bring fishing poles and have members help everyone reel the fish in. This project can be loads of fun for everyone involved.

HELP WITH SPECIAL OLYMPICS

Volunteer to help with local Special Olympics. Key Clubbers can help keep score, be timers, organize events, and pass out awards.

HELP AT LOCAL ANIMAL SHELTER

Often times, Key Clubbers are exactly what's needed at an animal shelter. Find out how your club can help.

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Making the Community a Better Place...*

HOST CPR EDUCATION SESSIONS

Work with your local American Red Cross chapter to provide CPR training sessions. You can confine the audience to students, or anyone in the community that is interested.

HELP OTHERS MOVE

Your club can volunteer to help someone move to new home. Families with small children, elderly, and disadvantaged persons usually need the help. Help carry belongings, lift furniture, and provide support.

PERFORM AN OPERATION IDENTIFICATION

Organize a safety program enabling parents to have their children fingerprinted and photographed. Get help from your school and the local police department.

VOLUNTEER AT MENTALLY HANDICAPPED CENTER

Volunteer at a mentally handicapped center. Bring board games, books, and other various items. Members can pair off with "special buddies" to get the most out of their stay.

BUILD AN OUTDOOR EDUCATION PARK

Work with the Wildlife and Game Commission and the County Soil Commission to build an outdoor education park. The project could include building a bird study area, soil erosion study area, rock study area, small pond for fish study, picnic area with a gazebo, vegetable garden, tree orchard, and a wildlife habitat study area. There can also be trails for walking or jogging and an amphitheater for outdoor classes. This project would take a considerable amount of time, so be sure to have full support from the club and community.

BUILD A COMMUNITY WELCOME SIGN

Have your club build a community welcome sign on the border of your town. Use bright colors, a creative design, and your town's slogan. Consult with your school's workshop classes.

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Promoting Technology*

Promoting Technology

*Open your mind to a different view.
--Anonymous*

HELP TEACH KIDS AND ADULTS HOW TO USE COMPUTERS

Have members serve as tutors in helping people learn their computers. In just a little bit of time people can learn how to perform new functions with their computer system. Make sure members working the shifts have a sufficient knowledge of technology before they do the teaching!

HOLD A TECHNOLOGY CONFERENCE

Your club can conduct a technology conference for the public. The conference can have many different booths set up that explain different aspects of technology and computers. Invite guest speakers and experts to help out. This project is a great way to educate members about technology as well. Booths can cover such topics as: email, databases, word processing, etc.

DONATE A COMPUTER SYSTEM

Work on saving enough money to donating a computer system to a daycare or nursing home. Include with the system some educational or entertaining software. Make sure to arrange this project to fit the needs of the place you are donating the system to.

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ Recycling

Recycling

The journey of a thousand miles begins with one step. --Lao Tzu

COLLECT SODA (POP) TABS FOR RONALD MCDONALD HOUSE

Collect soda (pop) tabs to donate to the Ronald McDonald House. You can also make money off of the tabs by recycling them, instead of giving them away. Schools with soda machines are the best source for tabs.

RECYCLE SODA (POP) CANS

This is a very basic service project. However, it can transform into a huge fund raiser with excellent effects for the environment. If your school permits, be in charge of all cans at your school. Go to businesses and ask for cans they will donate. They are usually more than happy to do so, since it saves them trouble. When you find businesses and places that do not recycle, ask if you can put in some bins and come by every week or so to pick the cans up. As you proceed with this project, put all the cans in one main area. As you conclude the project, make one big trip with multiple vehicles (hopefully) to the recycling center. Try to bring a lot of members to witness the results of their hard work. Take pictures when you receive the cash!

RECYCLE PAPER PRODUCTS

Set up bins at school for paper products. Hold shifts where members can sort through the bins and separate anything that doesn't belong there. Most recycling centers give no or little money for paper products, so do this out of your love for the environment. As with recycling cans, go to local businesses and places in the community to gather more paper.

RECYCLE PLASTICS

Plastics are one of the major sources of space in landfills. If your local recycling doesn't accept plastics, call around the area and find one that does. After you are done collecting plastics, make the trip to the center. As with any other recycling projects, go around the community to find people and businesses who will donate their plastic.

RECYCLE GLASS

Glass won't be a big money maker, but the earth will appreciate your hard work. Go to homes, businesses, schools, etc. to gather glass products and take it to the recycling center. Any recycling project can be flexible in terms of its duration. A week or the entire year are both appropriate amounts of time.

SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ Spreading Awareness

Spreading Awareness

*Out of this nettle, danger, we pluck this flower,
safety. --William Shakespeare*

SPREAD AWARENESS

Educating the public about important matters is a great service project. There are dozens of different campaigns you can undertake. When working on them, spend about a week or two in preparation. Make posters, fliers, brochures, and invite speakers. Also hold fun events with contests that are related to the subject matter, give out prizes, and get help from outside organizations. Be sure to publicize your project as much as possible. Spend about a week spreading awareness about the given topic (not including the time spent in preparation).

Some general campaign topics (and general organizations that can help) follow:

- Abused Children and Family Members (Police Department, Hospital)
- Alcohol (D.A.R.E.)
- Burns (Fire Department, Hospital)
- CPR (Hospital)
- Depression/Suicide (Police Department)
- Drugs (D.A.R.E.)
- Environment (Department of Conservation, Department of Natural Resources)
- Drunk Driving (M.A.D.D., Police Department)
- Fires (Fire Department)
- Home Safety Checklist (Poison Control Department, American Red Cross)
- Pool Safety (Life Guards, Hospital)
- Seat belts (Police Department, Department of Transportation)
- Shaken Baby Syndrome (Hospital)
- Smoke Alarms (Fire Department)
- Smoking (Cancer Society)
- Vandalism (Police Department)
- Violence/Crime (Police Department, Prisons)



SERVICE PROJECTS FOR THE HOME AND COMMUNITY

→ *Supporting Human Spirituality*

Supporting Human Spirituality

Every natural fact is a symbol of some spiritual fact. --Ralph Waldo Emerson

TAKE “FIELD TRIPS”

Take club members and students on “field trips” to local churches, mosques, and synagogues to help them learn about other religions.

DONATE MONEY TO NEEDY CHURCHES

If there is a church in your area that is in need of funds, donate some money to help it out. Have members visit the church to see how the money is being spent. Members can present the money at a church service.

HELP REPAIR CHURCH PROPERTY

Help a local church repair damaged or worn property. Find out what members can do, and bring as many of the supplies as you can.

ASSIST CHURCHES WITH THEIR BAZAARS

Volunteer members to work at church bazaars. They can help categorize items, work at the cash registers, etc.

PROVIDE TODDLER SERVICES DURING SPECIAL CHURCH FUNCTIONS

At special church events, offer to take care of toddlers in a separate room. Set up some toys and make sure at least one adult is there for supervision.

TEACH SUNDAY SCHOOL

Teaching Sunday school is a great way to help out. Let members volunteer for whatever churches they feel comfortable attending. This also educates members about religion, teaching skills, and social interaction.

PASS OUT CHURCH DIRECTORIES

Make a flyer which entails a directory of local churches. Place the fliers in hotels, motels, libraries, the town hall, and tourist buildings.

Section 3

Service Projects for Kids

- .. *Babysitting and Childcare*
- .. *Events and Activities*
- .. *Mentoring*
- .. *Promoting Literacy*

The great man is he who does not lose his child's-heart.

--Mencius

SERVICE PROJECTS FOR KIDS

→ *Babysitting and Childcare*

Babysitting and Childcare

I keep picturing all these little kids playing some game in this big field of rye... If they're running and they don't look where they're going I have to come out from somewhere and catch them. That's all I'd do all day. I'd just be the catcher in the rye and all. I know it's crazy.
--Jerome David Salinger

PROVIDE CHILDCARE SERVICES AT LIBRARY

Coordinate with your local library in getting a small play area set up. Have members sign up for shifts when they can interact with the kids. Members may be able to read to them if the setting is right.

HOST A PARENTS' NIGHT OUT

Publicize a parents' night out event on a Friday or Saturday night. Have parents drop off their kids at a given area - the school usually works the best. Make sure to have a lot of members there. Provide food and drinks, games, activities, contests, and more. This is a great project for the kids, the parents, and workers.

PROVIDE CHILDCARE AREAS AT THE MALL

To help parents get some shopping done (especially during the holidays), provide an area for kids to play in the mall. Have board games, toys, etc. available.

BABYSIT AT EVENTS

As with creating a childcare area at the library or mall, provide one at local events as needed. For example, school plays, award ceremonies, and festivals are all possible places where parents may need to drop off their kids.

SERVICE PROJECTS FOR KIDS

→ Events and Activities

Events and Activities

*Things won are done;
Joy's soul lies in the doing. --Shakespeare*

HOST A PLAY

Host a play specially designed for kids. Have auditions, but make sure to include everyone in the play. Key Clubbers can be the directors who make sure everything runs smoothly. Perform the play at local elementary schools, preschools, and to the parents. This is a really neat project.

HOST A KIDS CAMP

During summer break, arrange a camp for kids. Hold the camp at a local park or somewhere outside. At the camp, teach kids about friendship, the environment, and different activities. Make sure to plan a lot of activities, but don't feel like they must all be carried through. Have parents pick up their kids at the end of each day. Try to keep registration costs low so that more kids may attend.

THROW BIRTHDAY PARTIES FOR KIDS

Work with a local elementary school, preschool, or daycare and find out when each child's birthday is. When the date comes along, have some Key Club members go and throw a party for the child at the school. You can bring cake, candy, balloons, whistles, etc. Find a way to include the kids who have birthdays during the summer.

SPONSOR A KIDS WALK OR RUN

Sponsor a walk or run for kids around your town or city. Make sure the community knows about the event well in advance. Your club can give out trophies, t-shirts, ribbons, and more. Keep costs low. This project can be turned into a fund raiser for some type of charity (one related to children is the most appropriate).

HOST A PARTY

Throw a party for a preschool class, or some group of kids. The party can be at a local bowling alley, swimming pool, park, or any other fun place. Make invitations for the kids and parents and provide snacks or refreshments.

SPONSOR A FESTIVAL

Invite the entire community to a special kids festival. This project is very flexible. Your club can work with children to create plays, skits, magic shows, etc. Or, you can simply set up different booths, games, and activities. A great place to perform this project is at a local elementary school, using each classroom as a different place for activities. Some activities that can be included are: cake walks, chalk art contests, pie eating contests, face painting booths, frisbee tournaments, and so on. Get help from outside organizations for this project.

SERVICE PROJECTS FOR KIDS

→ *Events and Activities*

START AN OUTDOORS PROGRAM

Start an outdoors program where kids can hike, fish, camp, and do other great activities. This project will have an enormous influence on all of its participants.

TEACH KIDS HOW TO...

Teach kids a unique skill or hobby. Some things you may be able to teach them include: playing a musical instrument, ice skating, roller blading, swimming, and playing sports. Set up this project so that all Key Clubbers can help out.

DONATE STUFFED ANIMALS TO A CHILDREN'S CENTER

Collect and donate stuffed animals to a local children's center or orphanage.

TAKE KIDS ON HAYRIDES

Host hayrides for kids. This works best when part of some sort of fun night or carnival.

CREATE BACK-TO-SCHOOL KITS

Buy some discounted school supplies and assemble them into "back-to-school kits." Distribute them to needy kids around your community right before school starts.

VOLUNTEER AS CAMP COUNSELORS

Have Key Club members be counselors at a local summer camp. Volunteer workers for this project will enjoy it tremendously.

CLOTHE A CHILD

Gather some needy kids in your community and partner them up with one or two Key Clubbers. The Key Clubbers can then take them shopping at Target, K-Mart, or other discounted stores for clothes. Let the kids pick out what they like the best. Spend a certain amount of money on each child. Work closely with the parents on this project.

HELP OUT AT AN IMMUNIZATION CENTER

Getting a shot is a very scary event for a child! Have Key Club members help out at an immunization center by providing moral support to each child. You can pass out cookies, juice, stickers, ribbons, and so on. The process of getting a shot will seem a lot less scary when there's a brave Key Clubber around!

PROVIDE A TECH CENTER

Your club, with the help of other organizations and the community, can create and run a technology center devoted to kids. Kids can come there to learn about different aspects of technology, to play on the computers, and more.

BUILD A PLAYGROUND

This is obviously a major project, but it can have a huge impact on the community. Get help from the

SERVICE PROJECTS FOR KIDS

→ *Events and Activities*

community, other organizations, and apply for grants (YOF). Key Clubbers can help maintain equipment, haul supplies, pour sand and gravel, and do many other tasks. This is a great project to pursue during summer break.

HOST A WINTER PLAY DAY

A fun project to perform is a winter play day. When there is a lot of snow on the ground, take children out to play. Take them sledding, have snowball fights, make snow angels, and have a good time. At the end of the day, you can provide the children with some hot chocolate.

CLOWN AROUND

Make, buy, or rent some clown suits. Have Key Clubbers dress up in them and surprise some kids. Take balloons, toys, and other fun play things. This project can be performed at a preschool, hospital, orphanage, or any other place with young children.

SPONSOR AN ELEMENTARY FIELD DAY

One day during the school year, treat elementary students to a field day. Have all sorts of contests, games, and exhibits for them. Some possibilities are: math contests, art shows, spelling bees, reading contests, track events, etc. Give out trophies to the winners and provide a refreshments area. Get help from other service organizations in your school.

PROVIDE CHILDREN A HORSE RIDE

Take needy or disadvantaged children horseback riding one afternoon. Cover the costs incurred by the event. At the end, provide some refreshments and just hang out with the kids for a while.

TAKE KIDS TO THE ZOO

Sponsor a field trip for kids to a local zoo. Hand out sack lunches, and maybe include a special toy in each one. The more Key Clubbers there the better. Contact the zoo in advance and ask for their assistance.



SERVICE PROJECTS FOR KIDS

→ Mentoring

Mentoring

A teacher affects eternity; he can never tell where his influence stops.

--Henry Brooks Adams

LEAD A BOY/GIRL SCOUTS TROOP

Have a few members volunteer to lead a boy or girl scouts troop. Members should have preexisting knowledge of the program.

COACH A KIDS' SPORTS TEAM

Your club can help coach a kids' sports team as a mentoring project. Members can assist with a grade school cheerleading program, a park district athletics team, or any other program or team that may need help.

START A MENTORING PROGRAM

Start a mentoring program with a local preschool or elementary school. This project can vary from school to school and is extremely flexible. The basic purpose, however, is for Key Clubbers to serve as mentors and teachers for children. Children look up to the "big high school kid," and Key Clubbers can use their influence to positively change a child's life. This project can also be correlated with a "Read and Lead" program.

Some of the activities that Key Clubbers can do with the children include:

- drawing pictures
- making gifts
- napping (Key Clubbers will really love this one!)
- performing weird science experiments
- playing games
- playing sports
- reading books
- singing songs
- tutoring
- watching movies
- writing stories



SERVICE PROJECTS FOR KIDS

→ Promoting Literacy

Promoting Literacy

Reading maketh a full man, conference a ready man, and writing an exact man.
--Francis Bacon

READ TO PRESCHOOLERS

Your club can go to a local preschool and read to the kids. Let each child pick out which book he or she wants read. Members will love this project as the kids are fun and entertaining.

DONATE BOOKS TO ELEMENTARY SCHOOL

Buy and collect children's books and then donate them to a elementary school. Have members personally deliver the books and take pictures of the event.

LISTEN TO ELEMENTARY STUDENTS READ

Go to a elementary school and listen to students read or read to them. Help them through the big words. This can be a great program if pursued. Your club can get permission from your school and the elementary school to let Key Clubbers perform this activity during school hours. Simply have members report to the school's office and find out which classrooms they can help in. This project is commonly referred to as "Read and Lead."

CONDUCT READING SESSIONS AT LIBRARY

Starting a kids' reading program at a local library is a great project for Key Clubbers. Have Key Clubbers go to the library on a Saturday and conduct reading sessions. All children are welcome to attend this "storytime." Also, your club can track the literary progress of the children by starting weekly logs. The logs can cover books each child has read on his or her own time, during the library's reading sessions, etc. Set goals, give out prizes, and provide ample incentives. Your club will need support from the library and parents to make this project successful.



Section 4

Service Projects During the Holidays

- .. Birthdays
- .. Christmas
- .. Easter
- .. Father's Day
- .. Fourth of July
- .. Halloween
- .. Key Club Week
- .. Mother's Day
- .. New Year's Eve/Day
- .. Saint Patrick's Day
- .. Secretary's Day
- .. Teacher Appreciation Day
- .. Thanksgiving
- .. Valentine's Day
- .. Veteran's Day

***I swing big, with everything I've got.
I hit big or I miss big. I like to live as
big as I can.***

--Babe Ruth

SERVICE PROJECTS DURING THE HOLIDAYS

→ Birthdays

Birthdays

Happiness is not a state to arrive at, but a manner of traveling. --Margaret Lee Ronbeck

HOST BIRTHDAY PARTIES FOR CHILDREN

Find out when everyone's birthday is at a local orphanage or day care. When someone's big day arrives, have Key Club members throw the person a party. Bring balloons, party hats, whistles, and a couple gifts. Make sure to include those children who have birthdays in the summer.

HOST BIRTHDAY PARTIES FOR ELDERLY

Throw birthday parties for people at a local nursing home or retirement home. Buy a basic gift to give to the celebrated person.

RECOGNIZE KEY CLUBBERS' BIRTHDAYS

Keep track of when people in your club have a birthday. Recognize the event over the announcements, during a meeting, or during a service project. This helps improve internal public relations and club unity.

GIVE BIRTHDAY GIFTS TO NEEDY CHILDREN

Gather a list of needy children and the dates of their birthdays. About a week before a child's birthday, ask the parents for a gift idea within a given price range. On the child's birthday, have Key Club members bring the gift to the child, and sing a song.

SERVICE PROJECTS DURING THE HOLIDAYS

→ *Christmas*

Christmas

*At Christmas play and make good cheer,
For Christmas comes but once a year.*

--Thomas Tusser

MAKE CHRISTMAS CARDS

Gather some colored pencils, markers, crayons, paper, scissors, stencils, and any other materials and make Christmas cards for people. You can give them to needy children, elderly, family members, or even sell them as a fund raiser. This is a fun, low cost service project that helps people get in the spirit

WRAP GIFTS FOR OTHER LOCAL CHRISTMAS PROGRAMS

Have Key Clubbers help out with other local toy drives and Christmas programs by wrapping gifts, categorizing names, and doing whatever else that might be needed.

GIVE GIFTS TO A GROUP OF CHILDREN

Consult teachers or orphanage directors as to what children would want for Christmas. Then, surprise the kids with gifts around Christmas. Have Key Clubbers present the gifts personally and do some caroling while they're at it!

SING CHRISTMAS CAROLS AROUND SCHOOL

Have members sing Christmas carols while dancing through the school hallways (no vocal talent required). This is a very embarrassing, yet entertaining activity! (It can also be performed around the community.)

HOST A TOY/COAT/FOOD DRIVE

This project is very common among clubs. The drive doesn't have to cover toys, coats, and food, these are just three possible suggestions. This requires a lot of community support, so make sure to publicize it thoroughly (see *Publicizing Projects and Fund Raisers*). Get addresses of homes that need the supplies by asking people to send a letter. The letter should include information such as clothing sizes, number in household, number of kids, ages of kids, etc. Ask to put boxes in local businesses where people can donate toys, coats, or food. Food drives mostly pass out canned goods. Your club can also buy turkeys, hams, chickens, bread, etc. If your club performs a toy drive, have club members repair toys and provide batteries as needed. Try to get help from other service organizations in your school and around the community for this project.

DECORATE CHRISTMAS TREES

Volunteer to have club members decorate a Christmas tree. The tree can be in a school, retirement home, park, community area, etc.

SERVICE PROJECTS DURING THE HOLIDAYS

→ *Christmas*

DONATE A CHRISTMAS TREE

Buy a Christmas tree, buy or make some decorations, decorate the tree, and donate the tree to a retirement home, day care, orphanage, or similar place. Members, when they present the tree, can also add decorations (lights, garland, wreaths, etc.) to the place for Christmas.

DONATE WREATHS

Buy some wreaths and donate them to various community members and places. Projects like this help brighten everyone's holiday spirit.

HANG UP LIGHTS AROUND TOWN

Get permission from your town or city's directors to decorate the community with lights. Your club can also decorate senior citizens' houses too.

HELP WITH CHRISTMAS PARADE

Your club could volunteer to help with a local parade. Members could do simple tasks such as redirecting traffic, setting up road blocks, and moving lawn chairs. They could also get really into the spirit by building a float, serving refreshments at the parade, passing out candy, and more.

PROVIDE FREE GIFT WRAPPING

Have members go to a local mall or store and set up a booth for free gift wrapping. A small can for donations could turn this into a simple fund raiser. Bring lots of wrapping paper, tape, and scissors and expect an excellent turnout!

DECORATE DOORS

A neat activity your club can do is decorate doors! Have members arrive at school really early (or come in late the day before) and wrap all the teachers' doors with wrapping paper! Assign one member to each door. This really encourages the holiday spirit!

HOST A CHRISTMAS TOY DANCE

Hold a dance for high school or middle school students. Make the charge of admission be a toy! Then, donate all the collected toys to needy children around the community. (This project works just as well with canned food instead of toys.)

SPONSOR A FREE CHRISTMAS DINNER FOR THE NEEDY

Publicize and perform a free Christmas dinner for the needy. Make sure you bring and cook enough for everyone. Have members bring food, ask for assistance from outside organizations, and get donations from the community to help cover the costs of the event.

STUFF STOCKINGS

One day, have members spend time with a group of kids. Help the kids make, decorate, and hang up stockings. Then, right before Christmas break, come back and stuff the stockings with lots of goodies (when the kids aren't there). Be there when the kids come in and discover that the stockings are full!

SERVICE PROJECTS DURING THE HOLIDAYS

→ *Christmas*

HELP HAUL CHRISTMAS TREES

Go to a local merchant who is selling Christmas trees. Offer to help customers make sure their trees are tied down safely. Bring lots of rope and teach members how to make the proper knots.



SERVICE PROJECTS DURING THE HOLIDAYS

→ *Easter*

Easter

*An egg is dear on Easter Day.
--Russian Proverb*

HOST AN EASTER EGG HUNT

Stuff hundreds of plastic Easter eggs with candy, chocolate, coupons, etc. and invite kids to come hunt them out. Have Key Club members give hints and support to them. Make it easy enough to find all of them in a relatively short amount of time.

DELIVER EASTER BASKETS

Make some Easter baskets and donate them to a local nursing home, orphanage, day care, or other similar place. If your club decides to give the baskets to kids, consider having a member dress up like a bunny

GIVE EASTER EGGS TO YOUR SCHOOL

During the last class period of the last school day before Easter, surprise everyone in the school with an egg. The egg can be filled with candies, messages, or anything to help encourage the Easter spirit. Make sure everyone throws away their trash when they are finished.

HELP CHILDREN DYE EGGS

Bring some real eggs, dye, and markers and help children decorate the eggs. They can draw little designs, mix the colors, and have overall fun. Let the children bring the eggs home to show their parents.

HOLD AN EASTER PARTY

Go to a nursing home, day care center, orphanage, or other place and hold an Easter party. Include activities such as Easter egg hunts, egg-dyeing sessions, and other general festivities. Also, spice the party up with refreshments.

EDUCATE CHILDREN

Educate a group of children about the meaning of Easter. After members are finished speaking and answering questions, they can pass out candy eggs.

SERVICE PROJECTS DURING THE HOLIDAYS

→ *Father's Day*

Father's Day

One father is more than a hundred schoolmasters. --George Herbert

HOST AN APPRECIATION BANQUET

Host an appreciation banquet in honor of fathers. The audience can be confined to your club's families, or the entire school. Charge admission, but with the stipulation that all fathers get in free! Invite some speakers and enjoy the meal.

HELP CHILDREN MAKE CARDS AND GIFTS

Help a group of kids make their fathers gifts and cards for Father's Day. Let the children do the work, just help plant the ideas in their minds.

HOST AN APPRECIATION SESSION AT SCHOOL

Take fifteen to twenty minutes out of the school day to honor fathers. Invite a speaker or two to remind students how valuable fathers really are and encourage them to show their appreciation.

HOLD A FAMILY PICNIC OR POTLUCK

Invite families to attend a picnic or potluck at a local park on Father's Day, or on the weekend nearest Father's Day. Have members bring dishes to cut down on the costs.

SERVICE PROJECTS DURING THE HOLIDAYS

→ *Fourth of July*

Fourth of July

*It is my living sentiment, and by the blessing of
God it shall be my dying sentiment—
Independence now and Independence forever.
--Daniel Webster*

HELP WITH A LOCAL FIREWORKS SHOW

Help your town or city out by volunteering at the local fireworks show on the Fourth of July. Members can help arrange activities for youngsters, clear areas where people can sit and watch, set up trash cans, etc.

HOLD AN EDUCATIONAL SEMINAR

At your school, a middle school, or even a elementary school, host an educational seminar concerning the Fourth of July. Invite speakers (local veterans are possibilities) and hand out informational sheets.

HELP CLEAN UP AFTER THE FOURTH OF JULY

Fourth of July festivities have a tendency to make the community messy. Key Clubbers can help by cleaning up the main streets, picking up trash in the areas where fireworks shows took place, and cleaning up firecrackers in local yards and roads.

HELP WITH FOURTH OF JULY PARADE

Your club could volunteer to help with a local parade. Members could do simple tasks such as redirecting traffic, setting up road blocks, and moving lawn chairs. They could also get really into the spirit by building a float, serving refreshments at the parade, passing out candy, and more.

SERVICE PROJECTS DURING THE HOLIDAYS

→ *Halloween*

Halloween

Trick or treat! --Kids everywhere

CARVE PUMPKINS AND DONATE THEM

Buy a few pumpkin carving kits and pumpkins and hold a session for Key Clubbers to carve the pumpkins with creative faces and designs. Members can also paint the pumpkins. When you're done, decorate the school with them, or donate them to a place that can use some Halloween spirit.

TAKE KIDS TRICK-OR-TREATING

Give parents a break by taking kids trick-or-treating on Halloween night. Hold their hands when they cross the street and remind them to use good manners at every house.

HOST A HALLOWEEN PARTY

Host a Halloween party at school, a nursing home, or place with kids. Bring lots of candy, pumpkins, and pumpkin seeds.

SPONSOR A HAUNTED HOUSE

This project is complicated but very fun and rewarding. It can easily be turned into a major fund raiser by charging a one or two dollar entrance fee at the door. Use an abandoned building or empty storage place with your town or city's permission. Divide the place into individual rooms, each entailing a different, spooky area. Have members dress up as ghosts and goblins. Things in rooms may include: strange objects visitors can touch (give them peeled grapes and tell them they are eye-balls), spooky stories with sound effects, strange smells and laughs, and so on. Get help from other organizations by asking them to be in charge of a certain area or room.

TRICK-OR-TREAT FOR...

A great way to gather canned goods, money, and other donations is to trick-or-treat for the cause on Halloween. Be sure to let the community know about the event in advance so you don't have to explain it at every door. This project is often a huge success (clubs that have sought monetary donations have frequently raised well over \$1,000!).

CLEAN UP AFTER HALLOWEEN

Volunteer to help clean up after Halloween. Pick up all the candy wrappers, toilet paper, and smashed pumpkins. This helps boost the image of teens around the community after a night frequently filled with vandalism and carelessness.

SERVICE PROJECTS DURING THE HOLIDAYS

→ *Key Club Week*

Key Club Week

The good befriend themselves. --Sophocles

PASS OUT CANDY AND FLIERS

Key Club week is the perfect time to educate the public and students in your school about Key Club. Pass out candy taped to an informational sheet about the organization. You can pass the sheets out to students during the school day, to students at the middle school (this helps attract future members), to people at the mall, and so on. The flier should be brief and to the point and should mention projects your club performs each year.

HOST A KEY CLUB BANQUET

Invite Key Clubbers and their families to a banquet in honor of the organization. Review the club's projects up to date, preview upcoming projects and conventions, and invite a motivational speaker to talk about service.

THROW A PARTY FOR KEY CLUB MEMBERS

Throw a special party for Key Club members (see *Service Projects for the School* → *Hosting Parties and Dances*). Celebrate the service that has been performed and emphasize the impact members have made. Let everyone have a great time and don't charge members to attend.

SERVICE PROJECTS DURING THE HOLIDAYS

→ *Mother's Day*

Mother's Day

*Mother, may I go out to swim?
Yes, my darling daughter:
Hang your clothes on a hickory limb
And don't go near the water. --Anonymous*

HOST AN APPRECIATION BANQUET

Host an appreciation banquet in honor of mothers. The audience can be confined to your club's families, or the entire school. Charge admission, but with the stipulation that all mothers get in free! Invite some speakers and enjoy the meal.

HELP CHILDREN MAKE CARDS AND GIFTS

Help a group of kids make their mothers gifts and cards for Mother's Day. Let the children do the work, just help plant the ideas in their minds.

HOST AN APPRECIATION SESSION AT SCHOOL

Take fifteen to twenty minutes out of the school day to honor mothers. Invite a speaker or two to remind students how valuable mothers really are and encourage them to show their appreciation.

HOLD A FAMILY PICNIC OR POTLUCK

Invite families to attend a picnic or potluck at a local park on Mother's Day, or on the weekend nearest Mother's Day. Have members bring dishes to cut down on the costs.

SERVICE PROJECTS DURING THE HOLIDAYS

→ *New Year's Eve/Day*

New Year's Eve/Day

*Tomorrow will be a new day.
-- Miguel de Cervantes*

HOST A NEW YEAR'S PARTY

Host a New Year's party for people who wouldn't normally attend one. Bring party decorations and serve snacks and refreshments.

CLEAN UP THE COMMUNITY AFTER NEW YEAR'S

Offer to help out by cleaning up the community after New Year's festivities. Bring brooms and trash bags and spend the afternoon cleaning up the streets and parks. Have members meet up at the end of the day for refreshments.

HELP CHILDREN SET NEW YEAR'S RESOLUTIONS

Help a group of children set New Year's resolutions. Help them understand the importance of goal setting, and guide them through the list. When they are done, you can give them the lists to consult throughout the year, hang them on the walls so that they are reminded of their goals, or seal them up in envelopes and bring them back the next year so that they can all think about how much they've progressed.

HELP WITH A LOCAL NEW YEAR'S PARADE

Many places have parades right around New Year's. Have Key Clubbers help out in any way possible. Your club could even create a float to display in the parade.

SERVICE PROJECTS DURING THE HOLIDAYS

→ *Saint Patrick's Day*

Saint Patrick's Day

*No gift could ever
Surpass or reach over,
Than that of a
Friendly four leafed clover!
--Anonymous*

HELP WITH A LOCAL PARADE

Your club could volunteer to help with a local parade that celebrates St. Patrick's Day. Members can redirect traffic, build floats, serve refreshments, etc.

CONDUCT A FOUR LEAF CLOVER FINDING SESSION

A really neat project is to take a large group of members to a place with several clover patches. Have members spend the afternoon crawling around looking for four leafed clovers! Serve refreshments and maybe have some music available. At the end of the day, take all the collected clovers to a day care, retirement home, homeless shelter, or other similar place and give them away!

SPREAD THE GREEN

Purchase a large number of green stickers, ribbons, or buttons. Put them on people at school who are not wearing green. Wish each of them a happy St. Patrick's Day!

TEACH CHILDREN ABOUT SAINT PATRICK'S DAY

Teach a group of children the history of St. Patrick's Day. Help them create cards for their parents, draw pictures, etc. This project helps educate Key Clubbers too!

CLEAN UP AFTER FESTIVITIES

The day after a parade or festival celebrating St. Patrick's Day has taken place, have members sweep and pick up trash in the main roads. Bring a lot of brooms and trash bags and you'll be done in no time.



SERVICE PROJECTS DURING THE HOLIDAYS

→ *Secretary's Day*

Secretary's Day

*No ordinary human can endure the duty,
That must be performed by a secretary!
--Air'n Monahan*

GIVE GIFTS TO YOUR SCHOOL'S SECRETARIES

Give gifts to your school's secretaries for Secretary's Day. The gifts can be flowers, chocolates, thank-you cards, special messages, or other similar items.

GIVE GIFTS TO SECRETARIES AROUND THE COMMUNITY

Go to local businesses and find out who the secretaries are. Give the recipient a very simple gift and congratulate them on their hard work. This activity is a great publicity project.

SERVICE PROJECTS DURING THE HOLIDAYS

→ *Teacher Appreciation Day*

Teacher Appreciation Day

*It takes a heap o' livin' in a house t' make it home,
A heap o' sun an' shadder, an' ye sometimes have t' roam
Afore ye really 'preciate the things ye lef' behind,
An' hunger fer 'em somehow, with 'em allus on yer mind.
--Edgar Albert Guest*

HOST AN APPRECIATION BANQUET

Host a banquet dedicated to teachers. Show your appreciation by helping teachers every step of the way (open the door for them, pull out their chairs to let them sit down, make sure they have everything they need, etc.). Have members present wacky gifts also.

VOLUNTEER TO BE SLAVES FOR A DAY

A really fun project is to let teachers adopt a Key Clubber for a day. Teachers can boss their Key Clubber around and make them do errands, chores, and mundane tasks (such as grading papers). This project requires full support from the members to be a success.

GIVE GIFTS TO TEACHERS

Give each teacher a gift on Teacher Appreciation Day. It is better if each gift is personalized. Have members think of ideas, do the shopping, wrap the gifts, and put them on the teachers' desks before school. Include a thank-you card with it.

HELP ELEMENTARY STUDENTS APPRECIATE TEACHERS

Help a group of elementary students appreciate their teachers. Members can help the students make cards, gifts, etc.

SERVICE PROJECTS DURING THE HOLIDAYS

→ *Thanksgiving*

Thanksgiving

*From too much love of living,
From hope and fear set free,
We thank with brief thanksgiving
Whatever gods may be
That no life lives forever;
That dead men rise up never;
That even the weariest river
Winds somewhere safe to sea.
--Algernon Charles Swinburne*

SPONSOR A FREE THANKSGIVING DINNER FOR THE NEEDY

Publicize and perform a free Thanksgiving dinner for the needy. Make sure you bring and cook enough for everyone. Have members bring food, ask for assistance from outside organizations, and get donations from the community to help cover the costs of the event.

APPRECIATE THE MEANING OF THANKSGIVING

Go to a local elementary school and teach the importance of Thanksgiving. Invite a speaker to come and help you. Members can perform Thanksgiving skits to keep students entertained. At the end, you can pass out little turkey stickers or pins.

HELP CHILDREN CELEBRATE THANKSGIVING

Your club can visit a group of children and help them celebrate Thanksgiving. Members can teach the children how to make headdresses, watch them draw pictures, and so on. Throughout the project, have Key Clubbers occasionally remind the kids about why we have a Thanksgiving. This project helps members appreciate the holiday also.

DECORATE THE SCHOOL FOR THANKSGIVING

Give out stickers, hang up pictures, have the teachers wear headdresses, and find other fun ways to decorate the school and help students get into the spirit of Thanksgiving.



SERVICE PROJECTS DURING THE HOLIDAYS

→ *Valentine's Day*

Valentine's Day

One word

Frees us of all the weight and pain of life:

That word is love. --Sophocles

MAKE VALENTINES FOR ELDERLY

The elderly love to receive valentines. Have members actually make the valentines! Present them and spend a little time with the recipients. Members will realize their influence simply by all the smiles they observe!

HELP CHILDREN MAKE VALENTINES

Help a group of children make valentines for their parents and friends. Members may be the first to teach the kids how to draw hearts!

PASS OUT CARDS AND CANDY

Go around classrooms and pass out cards and candy for Valentine's Day. Members can do this at an elementary school, middle school, or high school. Everyone loves valentines!

EDUCATE CHILDREN

Go to a day care, preschool, elementary school, or similar place and educate children about the history of Valentine's Day. Members can pass out informational sheets with a little valentine attached. This project also teaches members about the holiday!



SERVICE PROJECTS DURING THE HOLIDAYS

→ *Veteran's Day*

Veteran's Day

*We make war that we may live in peace.
--Aristotle*

EDUCATE CHILDREN

Speak to a group of children or elementary students and help them value the importance of veterans everywhere. Members can even help them make cards for veterans. The kids can take a mini "field trip" and give them to veterans in the community.

HOST AN APPRECIATION BANQUET

Host an appreciation banquet on Veteran's Day. Invite veterans from around the community and make it free of charge for them. Invite speakers and enjoy the meal. Key Clubbers involved with the project will learn to appreciate veterans more than ever before.

MAKE AND DELIVER CARDS TO VETERANS

Members can make and deliver cards to veterans to express their appreciation on Veteran's Day. Veterans can be found at retirement homes, local VFWs, American Legion centers, and so on. Have members spend time with the veterans as they deliver their cards. They may get to hear some neat war stories!

HOST AN APPRECIATION SESSION AT YOUR HIGH SCHOOL

Invite veterans from the community to speak to high school students. Send thank you cards to the speakers after the event. Members can pass out simple fact sheets to students or hang up posters to spread teen appreciation.



Part 3

Fund Raisers

Section 1: *Hosting Events*

Section 2: *Providing Services*

Section 3: *Seeking Donations*

Section 4: *Selling Goods*

Lack of money is the root of all evil.

--George Bernard Shaw

FUND RAISERS - HOSTING EVENTS

Hosting Events

*But it is pretty to see what money will do.
--Samuel Pepys*

HOST A BAKE-OFF

Host a bake-off between students, faculty, or maybe athletic teams. Charge a small entry fee and then give out prizes to the winner. Sell the baked goods during a school lunch hour or after school. This project can also be turned into a chili cook-off or other similar event.

HOST A CAR SMASH

Try to get a service station or junk yard to donate your club an old car. Draw a rival school's mascot on the car, and charge students to take turns destroying the car with a sledgehammer. Make sure to get full support from your school and community before hosting this event! Also, make sure all glass in the car is removed, as well as any other parts of the car that may be harmful, before beginning the destruction.

HOST A CARNIVAL OR FESTIVAL

A great fund raising event is to host a carnival or festival. Get support and help from other organizations at your school and in your community.

HOST DANCES

Dances are excellent fund raisers! They can be a lot of fun too! (See *Service Projects for the School* → *Hosting Parties and Dances.*)

HOST A HAIRY LEG CONTEST

Host a hairy leg contest, funny foot contest, or similar event. Take pictures of the specific body part (possibly altered to add to the effect) and post them on cans. The person who has the funniest foot or hairiest leg (determined by which can has the most money in it) gets a pie in the face, must kiss a pig, or must perform some other funny act.

HOST STUDENT VERSUS FACULTY GAMES

Host athletic or other competitions between your school's faculty and select students. Charge a small entrance fee at the event. Possible competitions include volleyball, basketball (imagine your science teacher shooting hoops!), or quiz bowl.

HOST LOCK-INS

Lock-ins are very fun and very profitable! Rent out a local recreation center and invite people to be "locked in" for the night. Profits come from an entrance fee paid in advance.

FUND RAISERS - HOSTING EVENTS

HOST BANQUETS

Hosting banquets is an easy fund raiser. Your club can cut down on costs by asking your school's cooks to prepare the meal.

HOST A SAVE OR SHAVE

Find a popular faculty member that would be willing to shave his beard or head for a charity. Then, publicize your save or shave event. Students can vote (each vote costs a quarter or fifty cents) whether or not the hair should be shaved.

HOST A SPORTS TOURNAMENT

Host a some sort of tournament for students at your school. Charge a reasonable admission fee for each team. Some suggestions for tournaments are: three on three basketball, pool, or golf.

HOST AN A-THON

Possibly one of the most popular and successful fund raisers is an a-thon. A-thons are based on pledges, collected by participating members or students. For example, people participating in an all day dance-a-thon would ask members of the community how much they would donate for every hour the person danced. Many a-thons collect the money in advance and put a minimum requirement on how much each participant must raise. Some possible a-thon ideas include:

- Bowl-a-thon
- Dance-a-thon
- Game-a-thon
- Rock-a-thon
- Swing-a-thon
- Teeter Totter-a-thon
- Twister-a-thon

HOST A SHOW

Your club could host some type of show for the public. Charge a small entrance fee for exhibitors and visitors. Examples of shows are: antique shows, car shows, or technology shows.

HOST AN AUCTION

Get various items donated to your club and then auction them off. Your club can also collect items through local yard sales. Donate proceeds to some type of charity.

FUND RAISERS - PROVIDING SERVICES

Providing Services

Money, which represents the prose of life, and which is hardly spoken of in parlors without an apology, is, in its effects and laws, as beautiful as roses. --Ralph Waldo Emerson

PURCHASE A SODA (POP) MACHINE

Purchase and stock a soda (pop) machine at your school. This fund raiser requires some money up front, but can provide a constant source of revenue in the future.

PURCHASE A JUKE BOX

Purchase a juke box for your school cafeteria. This requires some big bucks in advance, but the money will gradually accumulate. Be sure to consult your school board before undertaking this activity!

HOST A CAR WASH

This is a sure fire way to earn some quick cash. Get a lot of members to help with this project. Make some large signs, bring hoses and rags and soap, and have a good time!

HOST A TRUCK WASH

The unique nature of this fund raiser attracts money. It can be applied to all sorts of trucks. Have some large rags to cover the larger surface area of trucks.

COLLECT RECYCLABLES

Go around your community and collect recyclables. Turn them into a local center to receive compensation for your hard work. This fund raiser doesn't raise a lot of money, but it helps improve the environment and community.

SELL BIRTHDAY KITS

At the beginning of the school year, sell "birthday kits" to parents. The kits can include a small birthday cake, donuts, cookies, balloons, or something similar. A one-time sale of the kits works best. Make sure you don't forget to deliver the kits when the birthdays roll around!

RUN CONCESSION STANDS AT EVENTS

A very common fund raiser is to run concession stands at events. Have members work inside the stands selling soda, popcorn, candy, hot dogs, etc.

RUN A DATE-MATCH

During Valentine's Day week, pass out compatibility surveys. Then sell the lists of compatible students for a profit.

FUND RAISERS - PROVIDING SERVICES

PAINT FACES

Go to local events and paint the faces of people for a small charge. Have some pictures members can look off of and people can choose from.

SELL FINALS SURVIVAL KITS

Sell final exam survival kits to students. The kits may include a can of soda, a candy bar, pens and pencils, gum, jokes, inspirational quotes, coupons, etc. Deliver them during lunch periods, homeroom classes, or study halls.

CONDUCT A FLEA MARKET

Collect “junk” from people around the community and sell the items at a flea market.

OPEN A HOLIDAY BAZAAR

Open a holiday bazaar to the public. Sell spaces to local craftsmen. This is a low-cost high-profit fund raiser if performed correctly.

KISS A SENIOR GOODBYE

Sell hugs and kisses (the chocolate kind, of course) to students and parents to be given to graduating seniors. Publicize the fund raiser around school and expect an excellent turnout.

CONDUCT A LOST AND FOUND AUCTION

Ask your school to donate items and articles it has in its lost and found to your club. Auction them off to students. To students, this means great deals. To your club, it means an easy and fun way to raise funds.

BE SINGING CHRISTMAS CARDS

Set up booths in public places and offer to be singing Christmas cards! Have people pay a fee and Key Clubbers will go to specific houses and sing Christmas carols. A personalized card should also be delivered to each home.

SPICE UP DANCES

Spice up dances by using an overhead projector. For a quarter or fifty cents, project messages up on the wall. Make sure the messages are proofread in advance.

CHECK IN COATS

Go to events and charge a very small fee for a coat check.

USHER FOR ORGANIZATIONS

Some organizations will pay well for ushers at their events. Find schedules of events and offer your services.

MAKE BUTTONS FOR ATHLETES

Make buttons with local athletes’ pictures on them. Sell them to students and parents at sporting events.

FUND RAISERS - PROVIDING SERVICES

PROVIDE CRUSH TO CRUSHES

For fifty cents or a dollar, give people cans of Crush upon the request and payment of other students. Here's an example of how it works. Jane gives a Key Clubber fifty cents to give John (her "crush") a Crush with a special message. The Key Clubbers deliver the cans of Crush to students during the last class period of the day on Valentine's day.

PROVIDE VALET PARKING

At special community events, have Key Clubbers provide valet parking. Devise a suitable system of parking the cars to prevent accidents.

VIDEO TAPE EVENTS

Video tape events for a small fee. Your club can edit the video tape and add music, special effects, etc. You can either give the paying organization one video and leave the copying up to them, or have them cover the costs of the videos and have members make the copies.

FUND RAISERS - SEEKING DONATIONS

Seeking Donations

*There are three faithful friends — an old wife,
an old dog, and ready money.
--Benjamin Franklin*

ASK FOR DONATIONS IN THE STREET

Have members position themselves in roads all around your town or city. Members shouldn't disrupt traffic dramatically, but vehicles should at least slow down. Have members wear brightly colored vests and Key Club apparel. Each Key Clubber should hold a can or jar for donations. When someone donates money, give the person a small token (such as a Key Club pencil). Members can also position themselves outside of local merchants and ask for change as people enter and exit the store. This fund raiser requires support from the community and any businesses involved.

ASK FOR DONATIONS WHEN PROVIDING FREE SERVICES

When your club performs service projects for the public, members can set out cans and cups labeled "donations." People will naturally put money in the cans, especially if the project is widely appreciated.

GO DOOR TO DOOR FOR DONATIONS

Go door to door asking for donations from people in the community. Members should be ready to answer questions about Key Club. Give a small token to people who donate (sticker, pencil, etc.).

SET UP A CHANGE BIN

Set up a large, clear plastic bin in your cafeteria. Draw a red line around the top of it as a goal. Ask students to donate spare change they may have throughout the year. Publicize the charity the proceeds go to.

FUND RAISERS - SELLING GOODS

Selling Goods

Gives me some kind of content to remember how painful it is sometimes to keep money, as well as to get it. --Ralph Waldo Emerson

SELL COMMERCIAL PRODUCTS

There are many different commercial products your club could sell as fund raisers. The following list includes commonly sold products and contact information for companies who sell the products.

Many of the companies sell other products besides the products category they are under.

- Greenery (wreaths and wreath-like products)

*Evergreen Industry
4921 Babcock Trail
Inver Grove Heights, Minnesota 55077
1-800-284-3048*

*Sherwood Forest Farms
1900 N. Northlake Way
Suite 135
Seattle, Washington 98103
1-800-767-7778
www.sherwoodforestfarms.com*

- Oranges and Grapefruits

*Dunn-Wright
1-800-264-0298*

- Safety Kits

*Bright Ideas
www.bifundraising.com
1-800-631-0950*

FUND RAISERS - SELLING GOODS

- Caramels, Gum, Hard Candy, Nuts, and Chocolate

*Verne Collier, Inc.
900 North 19th Street
Birmingham, AL 35203*

*World's Finest Chocolates, Inc.
2521 West 48th Street
Chicago, IL 60632*

*Betty Benson Fine Candies
P.O. Box 2087
Augusta, GA 30903*

*America's Best
P.O. Box 121
Mobile, AL 36601*

*Personal Service Manufacturing Corp.
4529 South Knox Ave.
Chicago, IL 60632*

- Candles

*Bright Ideas
www.bifundraising.com
1-800-631-0950*

- Community Calendars

*Gordon Bernard Co., Inc.
5601 Ridge Ave.
Cincinnati, OH 45213*

- Fruit Cake and Candy

*Benson's Old Home Kitchen
P.O. Box 1948
Athens, GA 30601*

FUND RAISERS - SELLING GOODS

- Human-i-tees (T-Shirts)

1-888-273-6423

- Lollipops, Fudge, Candy Bars, Candy, Peanuts, Other Goodies

www.keyprofits.com

Tom Evans

1-800-637-3828

www.mrfundraising.com

Bright Ideas

www.bifundraising.com

1-800-631-0950

Kathryn Beich

Nestle

1-800-431-1248

- Peanut Brittle

W.H. Weatherly Co., Inc.

P.O. Box 236

Elizabeth City, NC 27909

SELL OTHER PRODUCTS

There are many other products that your club can sell without going through a commercial fund raising company. Many products can be made by members (baked goods) or donated to your club (old books and records). Others can simply be bought at a local fast food place (pizza) or grocery store (popsicles). When buying products, ask the merchant about nonprofit organization discounts. The following is a short list of suggestions and ideas:

- Address Books
- Backpacks and Travel Bags
- Baked Goods (brownies, cookies)
- Baseball Gloves and Other Sports Equipment
- Bicycles and Bicycle Helmets
- Bulletin Boards

FUND RAISERS - SELLING GOODS

- Buttons
- Calendars
- Candles
- Cards and Stationery Items
- Christmas Trees
- Clocks
- Coffee Mugs
- Combination Locks
- Cookie Dough
- Corsages and Boutonnieres
- Coupons
- Crafts
- Desk Blotters
- Dictionaries and Thesauruses
- Donuts
- Easter Eggs (plastic eggs with candy inside)
- Flowers
- Glow Sticks
- Gum
- Lamps
- License Plate Holders
- Odds and Ends (garage or rummage sale)
- Old Books and Records
- Pencils and Pens
- Picture Frames
- Pie Slices
- Piggy Banks
- Pizza Slices
- Playing Cards
- Popsicles
- Potpourri
- Sewing Kits
- Snow Cones
- Shirts, Sweatpants
- Soda (pop)
- Sunscreen
- Taffy Apples
- Tool Sets
- And More!
