



**American  
Red Cross**

Lee County Chapter

**American Red Cross - Lee County Chapter**  
**206 26<sup>th</sup> St., Opelika, AL 36801**  
**334-749-9981 [www.leeredcross.org](http://www.leeredcross.org)**

# **SERVICE PROJECT RECIPE BOOK**

## **The Mission of the 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, will **provide relief to victims of disasters and help people prevent, prepare for and respond to emergencies.**

### **Lines of Service:**

1. Armed Forces Emergency Services
2. Blood Services
3. Disaster Services
4. Health, Safety Services & Community Services
5. International Services



## Table of Contents

<i>Service Project Leaders' Guide</i>	<i>i-xiii</i>
Service Project Calendar	viii
Support Service Request Form	xi
Community Services Event Form	xii
<i>Armed Forces Emergency Services Service Projects</i>	<i>1-6</i>
Smiles Overseas	2
Blank Greetings Cards	3
Trick or Treat for the Troops	4
Operation Morale Boost	5
Honoring Veterans	6
<i>Blood Services Service Projects</i>	<i>7-9</i>
Host a Blood Drive	8
THANK YOU!	9
<i>Disaster Services Service Projects</i>	<i>10-14</i>
After a Fire	11
Change Your Clock, Change Your Batteries	12
Beat the Heat Safety Fans	13
Save-a-Life Through the Mail	14
<i>Health and Safety Services Service Projects</i>	<i>15-22</i>
First Aid Kit Collection and Assembly	16
Heart Healthy Valentines	17
Ghoulie Bags	18-19
Open Hand Food Drive	20
Read All About It!	21
Red Ribbons for HIV/AIDS Awareness	22
AIDS Quilt	23
<i>International Services Service Projects</i>	<i>24-26</i>
One World Connected	24
School Chests	25-26
<i>Fund Raisers</i>	<i>27-30</i>
Car Wash	28
"Pennies From Heaven" (Coin Drive)	29
Blue Jeans for the Red Cross	30

# **SERVICE PROJECT LEADER**

## **American Red Cross – Lee County Chapter**

Every year, the American Red Cross, Lee County Chapter relies on community groups including schools, youth groups, churches, and civic organizations to execute service projects. These projects directly relate to the mission of the American Red Cross and make communities healthier, safer and better prepared for emergencies.

Red Cross service projects are easy to do and flexible enough for a family of five or a congregation of two hundred. Using the “recipes” in this manual and adapting them to meet your needs, your service project will be a success.

### **Selecting a project**

To select the service project that best meets your needs, consider these questions:

- Who is participating in the project?
- What are the ages, abilities, and interests of the participants?
- How much time do we have to commit to this project?
- Must the project be completed in one sitting or can it be broken into parts?
- What costs are involved in the project?
- Can we offset any costs through fundraising or in-kind donations?
- How much time do we need to recruit participants?

Does your group want to:

- Work with a particular group of people (immigrants, seniors, vision impaired)?
- Impact a particular part of the Red Cross mission (disaster, HIV/AIDS, support to military)?
- Interact with others?
- Meet the people the project will serve (veterans, youth, elderly)?
- Work with people younger/older/same age as they are?
- Do something on their site or travel to another site?
- What time or day of the week works best for your group?
- How much time is the group willing to commit to a project?
- How long will it take to plan the project?
- Will the project be a one-time event or an on-going series?
- Is there special training needed for this project?
- How many people are needed to complete the project?
- How much will the project cost?
- Whose approval would we need before proceeding?

Look for opportunities:

- Are there organizations in our community that you can partner with?
- Can you capitalize on a current event or holiday such as Thanksgiving or Veteran’s Day?
- Is your community prone to seasonal disasters?
- Can you expand your project to include the dissemination of information or fundraising? Can you host a car wash and charge \$3 per car to go to the Red Cross? Can you also hand out information on Family Disaster Planning?

Narrow down your choices

- ❑ Review the recipes in this book
- ❑ Brainstorm a list of project ideas
- ❑ Vote on the one or ones the group is most interested in
- ❑ You might discover after some initial planning that your first choice isn't possible

## **Combining learning with service**

The best service projects combine learning along with service. Because all of our projects are mission related, there is educational material related to every project we offer. You can introduce learning into your service project in a number of ways:

- Call the Red Cross at 334-749-9981 to arrange for a guest speaker.
- Visit the national Red Cross website at [www.redcross.org](http://www.redcross.org) or the local website at [www.leeredcross.org](http://www.leeredcross.org) to download articles and informational tips that relate your project. Share these with the group at the project or in advance.
- Order brochures from the Red Cross that relate to your topic. Again, suggested brochures are a part of each recipe. Perhaps the "Are you Ready for a Fire?" brochures is a good piece of information for each your participants to take home after the project.

## **Planning your Project**

Your project may be very simple or very elaborate. These questions will make sure you don't forget any of the details. Not all questions are relevant to your project. Use these as a guide in conjunction with the recipe you selected.

Service Site Considerations:

- ❑ Who will contact the site to confirm the date and time of the project?
- ❑ If traveling off-site, who is the contact at the service location?
- ❑ What will they provide: people, equipment, refreshments, parking, etc.
- ❑ Is there a written agreement that needs to be signed?
- ❑ Will they help with recruitment or advertising?
- ❑ Are any special permits needed?
- ❑ Should you do a site visit?

Administrative Details

- ❑ Who will collect all permission slips?
- ❑ Who will let management and other departments know that the service project is happening?
- ❑ Do you need photo releases from everyone?
- ❑ How soon do check requests need to be submitted?

Equipment and Materials

- ❑ What supplies are needed? Some common supplies include: paper, pens, pencils, clipboards, tape, markers, garbage bags, scissors, construction paper, stapler, staples, etc.
- ❑ Can these materials be ordered ahead of time?
- ❑ Who will order them?
- ❑ How much will they cost?
- ❑ Can the materials be donated?
- ❑ Who will bring them?

- ❑ Will the site provide any of the materials?
- ❑ Should we bring nametags?
- ❑ Will you use a camera or video camera?
- ❑ How much film will you need?
- ❑ Who can operate the equipment we will need?
- ❑ Will we need tables and chairs?
- ❑ Are those available at the site?
- ❑ Will we need to arrive early to set up?

### Recruitment

- ❑ How many people do we need to make the project happen?
- ❑ How many people need to be recruited?
- ❑ If you're working with youth, how many adults are needed for proper supervision?
- ❑ Who will be in charge of recruiting people?
- ❑ How can we recruit more people?
- ❑ Should we make posters, distribute flyers, pair up with another group, put advertisements in local papers, announcements on local radio?

### Refreshments

- ❑ Can you eat at your service project location?
- ❑ How many people will be eating?
- ❑ Should we provide breakfast/lunch/dinner/snacks?
- ❑ Can we have a potluck?
- ❑ Can we order and pay for food ahead of time?
- ❑ Who will pick it up?
- ❑ Can it be delivered?
- ❑ Will there be an extra cost for delivery?
- ❑ Is there an eating establishment near the site that we can go to/pick up from?
- ❑ Does anything need to be refrigerated?
- ❑ Will there be kitchen facilities available on site?
- ❑ Do we need ice?
- ❑ Do we need a cooler?
- ❑ Will we need forks/knives/spoons/serving spoons?
- ❑ Do we have enough plates and napkins?
- ❑ Will we need a can opener?
- ❑ Will there be enough food?

### Transportation

- ❑ Are we responsible for getting people to and from the site?
- ❑ How many people will be going?
- ❑ Who can drive?
- ❑ Are there liability issues with people using their own vehicles?
- ❑ Will there be parking?
- ❑ Are special permits required to park?
- ❑ Is there a cost for parking?
- ❑ Should we reserve a van ahead of time?
- ❑ Where do we reserve a van?
- ❑ How much will it cost?
- ❑ If we are picking people up, where and when should we meet?
- ❑ If people will get there on their own, should we provide maps?
- ❑ What will people do if they miss the van?

## Special Considerations

- ❑ Will participants have to wear anything in particular?
- ❑ Do we need anyone who speaks Spanish, Chinese, American Sign Language?
- ❑ Is there anything we need to know about working with this particular population?
- ❑ Is the project accessible by people using wheelchairs?
- ❑ Do we have a history of similar projects that we should learn from?
- ❑ What if it rains or snows?
- ❑ What if someone misses the van pick up?
- ❑ What if we finish early?
- ❑ What if we run longer than we expected?
- ❑ What if we run out of something?
- ❑ Will someone have a cellular phone to use in case of emergencies?
- ❑ Is anything else happening that day that might conflict with your project such as a street fair, parade, or SuperBowl Sunday?
- ❑ Who will be the point person for the day?

## Set Up an Action Plan

Now that you have a very clear vision for the project you want to complete, make sure your plans lead into action. These action-planning steps will help you prioritize and delegate your work so that your project is a success.

Take care of the most important tasks first

- ❑ What: Pick your project
- ❑ When: Secure the date and time of your project
- ❑ Where: Secure the location
- ❑ Who: Get a commitment from core people
- ❑ How much: Set a budget

Determine a time line

- ❑ How often will the planners meet?
- ❑ What tasks should be accomplished by two months ahead, one month ahead, two weeks ahead, one week ahead, the day before, the day of, the day after

Assign Tasks

- ❑ Who is in charge of which task or set of tasks?
- ❑ Are some tasks large enough to need multiple people or a committee?
- ❑ As tasks are achieved, report your accomplishments to the group
- ❑ These steps can be done in a chart format:

## SAMPLE TASK FORM

*Project: Beat the Heat!*

What: Distribute heat wave information  
 When: The first and third Saturday of July and August from 10am – 2pm  
 Where: At ABC grocery store on our block  
 Who: 123 Block Club volunteers  
 How much: Free!

Task	When	Who	Done	Notes
Call managers of ABC grocery store to reserve dates	Now	Sam	X	Store manager is Tina Long (334-555-0037). She needs a written request and a sample of the brochure one month before we want to start the project. OK to drop off at customer service desk.
Make heat safety fans	June mtng	All		
Collect manila folders	By June mtng	Lisa		We need 100 folders or other cardstock. Everyone is going to bring 10 folders. Lisa is going to call the school and her church to see if they will donate some. Used is OK.
Get paint stirrers donated from hardware store	May 15	Thomas		Thomas says the hardware store will give him 100 stirrers. He will pick up on May 15.
Download heat tips from Red Cross website	By June mtng	D.J.		DJ will do it at work and bring copies to the June meeting.
Make signs to get people over to the table & Decorate the fans	June mtng	Jordan Mrs. Gaines DJ		Everyone bring art supplies to the June meeting. Mrs. Gaines has poster board. DJ will bring glue sticks.
Find 2 card tables and 4 chairs	May 1	Lisa  Still need someone with a car!	X	Grocery stores will not provide. OK to borrow from Mrs. Johnson but must return between projects. Someone with a car must pick up, set up and break down.
Sign up people for shifts to cover 10am – 2pm	On-going	Mrs. Thomas		People responsible for getting there on their own. One adult will do all four hours each Sunday. There should be 2 other people there the rest of the time. Everyone needs to do one shift.
Order heat wave pamphlets from Red Cross 312-729-6224	May 1	Kaneesha	X	Only takes two weeks to receive more if we run out. Start with an order of 100.
Send thank you letters	End of August	Michael		Thank: Store manager, hardware store

## Execute Your Project

The most important thing about your service project is to enjoy it! Service gives people an opportunity to show how much they value the community. People feel they make a difference and that's important to your organization and to the Red Cross. Being a part of the Red Cross mission shows your commitment to healthier and safer communities.

## Evaluate your Project

No one wants to reinvent the wheel. Give us your feedback on your project. What did you learn that you want to share with others? It's also very important that you let us know the impact of your project for our records. We want to share your success with others. Your evaluation keeps our programs strong.

Complete the Community Services Event Form and submit it to our office:

Via Mail: American Red Cross, Lee County Chapter  
Volunteer & Community Services Department  
206 26<sup>th</sup> St. Opelika, AL 36801

Via Fax: (334) 749-8299

Via Email: [pnelson@leeredcross.org](mailto:pnelson@leeredcross.org) (Pam Nelson, Volunteer & Special Events Coordinator)

In person: Fill out or drop off your form at the Red Cross office located at 206 26<sup>th</sup> St. in Opelika. Call 334-749-9981 for directions if you need them.

Here are some questions for you to consider when doing an evaluation of your project:

- How will you know if the project was a success?
- How many people did you hope to reach v. How many people did you actually reach?
- How many people did you hope to have involved v. How many people did you actually involve?
- Who will you ask for feedback: volunteers, staff, service recipients?
- Will any evaluation be done on site?
- Who will write up the formal evaluation?
- When will a final list of expenditures be available?
- What unforeseen circumstances did you encounter?
- What was the mood of the day?
- Is there a need for immediate and long-term evaluation?
- Did your project continue to have an impact weeks beyond its conclusion?
- Where will you store a formal report?

## Recognition

Everyone loves recognition for a job well done. A simple thank you goes a very long way. You might want to think of other creative ways to thank people for being involved in your project.

Here are some ideas:

- Publicly recognize everyone's involvement in the success of the project
- Thank all volunteers, sponsors, vendors, donors
- Take pictures and post them for everyone to see
- Write personal thank you notes to individuals
- Get publicity in the newspaper or on your website
- Design a poster for your community room
- Put names of people involved in the project in a newsletter or bulletin

## **Try encouraging different acts of community service at different times of the year.**

### **January**

- New Years Resolution - Encourage First Aid Training
- *National Blood Donor Month* – Host a blood drive
- *In honor of Martin Luther King, Jr. Day* - Do something Kindness and Justice Challenge begins – Host a canned goods drive for an agency serving people with HIV

### **February**

- Heart Healthy Valentines – include tips for a healthy heart
- Teach CPR on Valentines Day
- Make Valentines for homebound neighbors

### **March**

March is Red Cross Month!

- Host a coin drive in honor of Red Cross Month
- Take part in our Chapter's "Heroes for Red Cross" fundraising campaign
- Sponsor a blood drive for Red Cross Month
- Bring in the Red Cross Fire Safety Dog to teach Fire Safety
- March in the St. Patrick's Day Parade
- *March is also Absolute Incredible Kid Day* - The third Thursday of March. Adults are encouraged to write letters of appreciation, encouragement and/or love to the young people in their lives – Send a note to your Red Cross Club members or Youth Instructors to say thanks and recognize their important contributions

### **April**

- Sponsor a Flood Safety Class
- Bring in a speaker on tornado safety
- Distribute smoke detector batteries on Daylight Savings Time
- *April is National Volunteer Week* – Get a group of people together and complete a service project
- *April is also National Youth Service Day* – Participate in an American Red Cross National Youth Service Day Project by contacting your Youth Education Coordinator in your area

### **May**

- *World Red Cross Day* – Host a speaker on International Humanitarian Law
- Have a car wash to benefit the Red Cross
- Bring in Longfellow the Whale to teach Community Water Safety

### **June**

- *National HIV Testing Day* – Get tested for HIV/AIDS
- *Join Hands Day* – provides a day where young people and adults come together and carry out a project that improves conditions in their neighborhood. Why not distribute disaster preparedness information and create an emergency action plan for your neighborhood.

### **July**

- Heat Safety Fans for Seniors
- Summer Safety Tips
- WHALE Tales for youth at your local pool or lake

## **August**

- Do a School Chest
- Teach Home Alone to kids in your Sunday School or Youth Group

## **September**

- *National Grandparents Day* – Present a disaster education presentation at a rest home or seniors organization. Distribute flyers to elderly in your neighborhood on fire safety.
- Do a School Chest
- Have a back to school coin drive.
- Collect first aid kits for every classroom at your school

## **October**

- *Fire Prevention Week* – (During the Sunday through Saturday that October 9<sup>th</sup> falls in.) Host a Community Disaster Education presentation on Fire Safety. Distribute fire safety information to your neighbors. Make a fire escape plan for your family and practice it.
- *America's Safe Schools Week* - (the third full week of October) Parents and Students – Know your schools emergency action plan. Learn Escape routes and meeting places in the event of a building evacuation. Learn the safest place to be in the event of a tornado or other disaster.
- *Make a Difference Day* – (fourth Saturday in October) Organize an event that will make a difference in your organization, school, club, place of employment, etc. by arranging a Red Cross service project or class.
- *National Peer Helpers Day* – become an instructor for the American Red Cross in HIV/AIDS, youth programs, disaster education, or health and safety and educate your peers in these areas.
- *Halloween* – Trick or Treat for the Troops. Host a Haunted Blood Drive. Make Ghoulie Bags for elementary-aged children.

## **November**

- Teach winter safety or organize a speaker on winter safety for your group.
- Operation Morale Boost
- Create a bulletin board for Holiday Safety Tips.
- *International Random Acts of Kindness Week* - Collect food items for an organization for people living with HIV. Send smiles overseas. Educate your friends and families on the Red Cross services.
- *National Family Volunteer Day* - Organize a service project that your entire family can participate in.

## **December**

- Operation Morale Boost
- Teach winter safety or organize a speaker on winter safety for your group.
- Include winter safety tips as part of your holiday celebration
- *World Aids Day* – Host a speaker on HIV/AIDS education. Distribute Red Ribbons.

# American Red Cross - Lee County AL Chapter Support Service Request Form

Date \_\_\_\_\_

Organization: _____		
Contact Person: _____	Phone: _____	
Address: _____	Fax: _____	
City: _____	State: _____	Zip Code: _____

**Event Information:**

Name of Event: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Time of Event: \_\_\_\_\_ Estimated # of Participants: \_\_\_\_\_

Please give a brief description of your event: _____ _____ _____
--

**Request (please check one):**

\_\_\_\_ Brochures (How many? \_\_\_\_\_)

\_\_\_\_ Guest Speaker

**Topic:**

\_\_\_\_ First Aid for Little People

\_\_\_\_ Fire Safety

\_\_\_\_ FA/CPR (First Aid/CPR)

\_\_\_\_ Home Alone

\_\_\_\_ Tornado Safety

\_\_\_\_ IHL (Int'l Humanitarian Law)

\_\_\_\_ Water Safety

\_\_\_\_ Winter Safety

\_\_\_\_ HIV/AIDS

\_\_\_\_ Til' Help Arrives

\_\_\_\_ Flood Safety

\_\_\_\_ CDE (Community Disaster Ed.)

Please send your request to:  
Volunteer & Community Services  
Lee County Red Cross  
206 26<sup>th</sup> St., Opelika, AL 36801  
pnelson@leeredcross.org  
Fax to 334-749-8299

## AMERICAN RED CROSS – LEE COUNTY CHAPTER COMMUNITY SERVICES EVENT FORM

<b>Event/Project Name:</b>
----------------------------

<b>Start Date:</b>	<b>Start Time:</b>
<b>End Date:</b>	<b>End Time:</b>

<b>Organization:</b>		
<b>Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip Code:</b>

<b>Contact Person:</b>	
<b>Phone Number:</b>	<b>E-mail Address:</b>

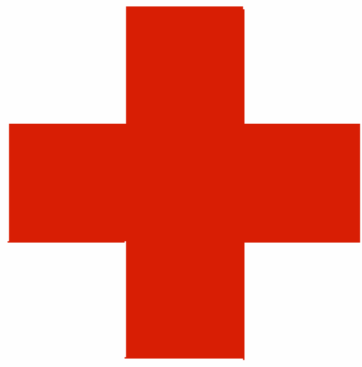
Number of Workers/Volunteers					
Youth (17& under):		Young Adult (18-24):		Adult (25 & older):	

PLEASE SELECT THE ONE ACTIVITY THAT BEST DESCRIBES YOUR EVENT/PROJECT			
<input type="checkbox"/>	Service Project (collection/production of items)	Number of Items:	
<input type="checkbox"/>	Distribution/Presentation of Disaster Preparedness Information	Number of People Reached:	
<input type="checkbox"/>	Distribution/Presentation of HIV/AIDS Awareness Information	Number of People Reached:	
<input type="checkbox"/>	Distribution/Presentation of General Red Cross Information	Number of People Reached:	
<input type="checkbox"/>	Red Cross Club Meeting	Number of People Reached:	
<input type="checkbox"/>	Red Cross Fund Raiser	Amount Raised:	
<input type="checkbox"/>	I'm OK Program	Number of Tags:	Number of Visits:
<input type="checkbox"/>	Other:		

<b>Comments/Details:</b>
--------------------------

<b>Form Completed By:</b>	<b>Date:</b>
---------------------------	--------------

FOR RED CROSS USE ONLY				
Community Services Unit:		Line of Service Supported by Activity:		
Date Received:		Received By:		CHERS Event #



**American  
Red Cross**

# Community Services

# **Armed Forces Emergency Services**

**American Red Cross – Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Smiles Overseas

**Description:** Write letters to active military personnel serving overseas. Letters from the United States show that people care. Make someone's day with this simple project.

**What you need:** Envelopes (Do not seal these envelopes!)  
Paper  
Art supplies: markers, rubber stamps, crayons, colored pencils, etc.  
No glitter or glue, please!  
Large mailing envelope

**Approximate Cost:** Art supplies: \$10

**Who's involved:** Good activity for a classroom of students or a youth group

**What you do:**

1. Introduce the activity by looking at a map where the letters may be going. Discuss the importance of support for active military
2. Each person can write a letter or a few letters
3. Address the letter to "Dear Service Member." Here are some things to include in your letter:
  - Your name, age, and hometown
  - Where you go to school and your favorite subject
  - Who is in your family
  - Tell them to be safe and that people in America care about them
4. Decorate the outside of the envelope -- draw a picture of yourself doing something you enjoy and make the envelope colorful and cheerful (Do not seal these envelopes)
5. Put everyone's letters in the decorated envelopes then put all the envelopes in the large mailing envelope
6. Deliver the mailing envelope to your local Red Cross Chapter office
7. **Get Credit!** 😊 With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Teachers can use this activity as an English assignment
- Include a joke in your letter
- Teachers or adult sponsors should screen the letters before putting them in the envelopes.
- Do not seal the envelopes!

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Blank Greetings Cards

**Description:** To make blank greetings cards for service members overseas to send home since shopping facilities are often not available.

**What you need:** Envelopes (Do not seal these envelopes!)  
Paper  
Art supplies: markers, rubber stamps, crayons, colored pencils, etc.  
No glitter or glue, please!  
Large mailing envelope

**Approximate Cost:** Art supplies:

**Who's involved:** Good activity for a classroom of students or a youth group

**What you do:**

1. Introduce the activity by looking at a map where the letters may be going. Discuss the importance of support for active military.
2. Each person can decorate a few blank cards
3. Decorate the cards for different holidays
  - Halloween
  - Thanksgiving
  - Hanukkah
  - Christmas
  - Kwanzaa
  - New Years
  - Valentine's Day
  - Mother's Day
  - Father's Day
  - Thank You
  - Thinking of You
  - Birthday
  - Anniversary
4. Put everyone's decorated blank greeting cards in envelopes (**Do not seal the envelopes**) then put all the envelopes in the large mailing envelope
5. Deliver the mailing envelope to your local Red Cross Chapter office
6. **Get Credit!** 😊 With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Decorate the outside of the envelope (Do not seal these envelopes)

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Trick or Treat for the Troops

**Description:** You can't really eat all the candy you're going to get at Halloween. Why not donate a portion of your treats for the troops? Every holiday season, we send cases of treats overseas to military personnel. You can participate by Trick-or-Treating for the Troops!

**What you need:** A large, sturdy box.  
Posters to advertise your project.  
Someone to drive the box to your local Red Cross Chapter office.  
Materials to make thank you cards (optional)  
Plastic bags to package the candy

**Approximate cost:** Free

**Time:** Do this for a couple of days after Halloween. It might take an hour or so to sort through the candy if you haven't been able to sort it as it comes in.

**Who is involved:** This project could involve any number of young people.

**What you do:**

1. Make posters advertising your project and distribute around your neighborhood or your school. Have everyone in your homeroom or scout troop make a pledge to bring in some candy and \$2 each to help cover shipping costs. Encourage adults to bring in the leftover candy from their homes.
2. On the day after Halloween, have everyone drop off their candy at a designated site or bring it to your next meeting. You should have a box ready as well as extra boxes just in case. Have someone supervising the box.
3. Make a thank you card to give everyone who drops off candy. Let them know where the candy is going. Maybe post a map that shows where the active troops are stationed.
4. Sort your candy -- **we cannot accept chocolate because it melts**. Put the candy into plastic bags so that it's easy to package and ship.
5. Take your box of candy to your local Red Cross Chapter office
6. **Get Credit!** 😊 With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Create a contest between homerooms or scout troops.
- If you can get access to a large scale, make your contest in weight instead of pieces of candy. Then you don't have to count it!

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Operation Morale Boost

**Description:** Help boost the morale of the individuals that help keep us safe each and every day. Join us in gathering up good old-fashioned “Care Packages” for the men and women of our armed forces. Lend a hand in combating the feelings of home sickness that inevitably strike when home is so far away.

**What you need:** A large, sturdy box.  
Posters to advertise your project.  
Someone to drive the box to your local Red Cross Chapter office.  
Plastic bags to package goodie bags

**Approximate cost:** Donations of items and funds to pay for shipping

**Time:** Varies. Plan at least a week of donation gathering.

**Who is involved:** Anyone.

**What you do:**

1. Make posters advertising your project and distribute around your neighborhood or your school. Put out a “Donations Box”.
2. Request the “Care Package” type items. Examples include:
  - Holiday decorations, stockings and stocking-stuffers;
  - Individually wrapped hard candy, gum, candy canes, cookies, pre-Sweetened Kool-Aid, sweetened iced-tea mix, hot chocolate and cider mixes, flavored coffee creamer, microwave popcorn, Tootsie Rolls (candy and pops), bubble gum, etc.;
  - Toiletry items such as shaving cream, razors, toothbrushes, toothpaste, shower soap/gel, Chapstick or other lip balm, and foot powder;
  - Videos (especially movies), music CDs and cassettes;
  - Small board games such as: chess, checkers, puzzles, and playing cards;
  - Writing paper, envelopes and pens; and Puzzle books.
3. Have everyone in your homeroom or scout troop make a pledge to bring in some of the requested items and \$2 each to help cover the shipping costs.
4. Sort your donations into personal “Care Packages”. Try to make them as uniform as possible.
5. Take your Operation Morale Boost “Care Packages” to your local Red Cross Chapter office.
6. **Get Credit!** ☺ With your help we’re spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Honoring Veterans

**Description:** Honor the veterans who are connected to your school by hosting an assembly or special event to show your appreciation for their service to our country. This is a good project to do for Veteran's Day or around Memorial Day.

**What you need:** Paper & Art supplies: markers, rubber stamps, crayons, etc.  
Paper to make handouts  
Ribbons (see the Red Ribbon recipe)

**Cost:** Art supplies: \$20

**Who's involved:** Veterans who are relatives of current students of staff or veterans who are alumni of your school. This project is a good opportunity to partner with the ROTC program at your school.

**What you do:**

1. Your club or your classrooms can invite veterans to speak during the school day. Before the veterans come to speak, research the war they fought in and prepare some questions for the speaker. Decorate a bulletin board in the classroom or the hallway with newspaper articles about the war. Give the veteran a thank you card before they leave for the day.
2. With the permission of the principal, you can host a larger assembly for all veterans. After a presentation by the color guard, have each student present the veteran they are related to up on stage. The choir might sing patriotic songs. Your club can make a handout with the names of each of the veterans being honored and facts about America at war. Include information about how the Red Cross supports active military personnel both at home and overseas. Your club could make ribbons to distribute to all students letting them know its Veterans Day.
3. If you can't coordinate a speaker, make thank you cards for veterans and deliver them to the nearest veterans' hospital or veterans program. Contact the Red Cross for information on where to send your thank you cards.
4. **Get Credit!** ☺ With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Invite a guest speaker from the Red Cross Armed Forces Emergency Services as part of your project.
- If you're making thank you cards, call ahead to the activity director and get names of the veterans in the program. Veterans appreciate the extra effort you take to recognize them by name.

# **Blood Services**

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

- Project Title:** Host a Blood Drive
- Description:** Each day, thousands of patients need blood: cancer patients, patients requiring heart surgery, premature babies and burn victims. By giving blood regularly we ensure that there is always enough blood.
- What You Need:** A large room – with separate rooms for intake and refreshments if possible.  
Volunteers to help out with recruiting donors  
Volunteers to help out at the blood drive
- Approximate Cost:** Only time
- Time:** Varies
- Who is Involved:** Usually groups with “ready-made” donors (churches, companies, schools, etc).  
Donors must be at least 17 years old, but all can help coordinate, promote and run the event.

**What You Do:**

1. Determine individual/committee to head up event.
2. Contact the Red Cross Blood Services Department at 800-766-8680 or our local Chapter at 334-749-9981.
3. Determine site, date and times.
4. Using the Red Cross packet of information, promote the blood drive and recruit and schedule donors—follow the “Blood Drive Timeline” provided.
5. Conduct the Blood Drive.
6. **Get Credit!** ☺ With your help we’re spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Have volunteers supply baked goods or homemade Thank You notes for blood donors.
- Host a blood drive on Halloween and have all the volunteers involved dress up as vampires.

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** THANK YOU!

**Description:** The American Red Cross is governed and operated by volunteers. So many people help the American Red Cross reach their mission to, “help people prevent, prepare for and respond to emergencies”. People have generously given time, blood, money, and anything we have needed. We are so grateful for everyone’s kindness. You can help the Red Cross say “thank you” by making and decorating with your homemade thank you cards.

**What you need:** You can use pre-made blank cards from craft or office supply stores.  
Homemade cards are fine as long as they fit in standard sized envelopes.  
Art supplies: construction paper, markers, rubber stamps and inkpads, etc.  
Please—no glitter or glue.

**Approximate cost:** \$20 in art supplies

**Time:** About one hour to make cards

**Who is involved:** This project can be done by a family or a group of people of any size.

**What you do:**

1. Buy your supplies or get items donated
2. Decorate your cards. The outside could be a picture of a Red Cross volunteer helping someone, colorful pictures, or just the words “Thank You” with decorations. The inside should read “Thank you for helping the American Red Cross” or left blank.
3. On the back of your card, please sign your name, age, and school or community group.
4. Drop off completed cards at your local Red Cross Chapter office.
5. **Get Credit!** 😊 With your help we’re spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Check out our website ([www.leeredcross.org](http://www.leeredcross.org)) to find out more about what services your local Red Cross chapter provides.

# **Disaster Services**

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** After the Fire

**Description:** When there is a fire in your neighborhood, you and your neighbors have a heightened awareness about fire safety. Get fire safety information out to people as soon as possible. You can make a big difference in your community just by handing out brochures.

**What you need:** Red Cross fire safety brochures

**Approximate cost:** Free – Pick up brochures at your local Red Cross facility or download the information from [www.redcross.org](http://www.redcross.org) and make copies (could be up to 5 cents per copy)

**Time:** After picking up the brochures, it will take one hour to circulate the neighborhood and distribute brochures.

**Who is involved:** This project works well with teens working in pairs along with an adult volunteer. If you have more people in your group, you might need more brochures. Call ahead to your Red Cross facility to make sure they have enough stock for you.

**What you do:**

1. Watch the news to see if there is a fire in your neighborhood.
2. Call the Red Cross facility nearest you to find out whether they have brochures ready for you.
3. Start at the site of the fire and walk the five block area around it leaving the brochures with your neighbors.
4. **Get Credit!** 😊 With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Make copies of the newspaper article about the fire to distribute with the brochure.
- Secure a donation of batteries or smoke detectors to hand out as well.

**Notes:**

- Wear a Red Cross T-shirt or name badge or button while you're out on this project.
- You can use the same steps to distribute information about floods or lightning or other Community Disaster Education concern for your neighbors.

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Change your Clock, Change your Batteries

**Description:** When you change your clocks in the spring and in the fall, you should also change the batteries in your smoke detectors. Having a working smoke detector is critically important to your family. Get into the habit of checking your battery when you check your clock so that you're always prepared.

**Approximate**

**Cost:** \$2 - \$4 per 9-volt battery

**Time:** 1 hour to assemble 50 kits

**Who is Involved:** Youth groups  
Scout troops  
Classrooms

**What you do:**

1. Secure fire prevention brochures from the American Red Cross by contacting your local Red Cross community facility or visiting the Red Cross on the web and downloading.
2. Secure batteries (either purchase the batteries or try to find a local merchant to donate).
3. Make a card stating, "This free gift was made for you by (*your group's name*) in conjunction with The American Red Cross - Lee County Chapter for your safety. The enclosed battery is to be used for the smoke detector in your home. We recommend that you change your batteries twice a year (many people change their batteries when they change their clocks for Daylight Savings Time, it's a good reminder). Please remember to test your smoke detector monthly by pressing the button on the detector.
4. Give your card the personal touch by decorating it.
5. Make the kits by stapling batteries (through cardboard packaging) to the brochure and card.
6. Distribute batteries to the community.
7. **Get Credit!** ☺ With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Do a battery drive at school the week before you assemble & distribute the batteries.
- Ask a local business to donate the batteries & sponsor your project .
- Give batteries to seniors who live on their own.
- Bring in a CDE presenter to talk with your group about fire safety as you assembly your kits.

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Beat the Heat Safety Fans

**Description:** Simple hand-held fans play a dual role when you add heat safety information. Neighbors, seniors, members of your group will use these fans all summer long and learn other important ways to beat the heat.

**What you need:** Art supplies: scissors, markers, rubber stamps, colored pencils, etc.  
Sturdy cardstock or manila folders for the fan  
Paint stirrers, pairs of chopsticks, or other sturdy handle for the fans  
Strong glue to affix the handle to the fan  
Heat safety tips from the American Red Cross

**Approximate Cost:** \$30 to make 50 fans

**Who's involved:** Good activity for a group of ten, takes about one hour

**What you do:**

1. Cut the cardstock into 7" x 7" squares or 7" circles.
2. Decorate one side of the fan with summer images: the sun, the beach, etc.
3. Make copies of these heat safety tips. Make sure they fit on your cardstock.
  - Drink lots of water
  - Stay in the shade
  - Tip #3
  - Tip #4
  - Tip #5
4. Glue the handle to the fan. Make sure at least 2 inches of the handle is firmly attached to the fan.
5. Glue the heat safety tips over the handle.
6. **Get Credit!** ☺ With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Do this project with seniors at the local senior center and leave the fans there for the seniors to enjoy
- Give the fans to a nearby cooling center along with extra copies of the heat safety tips
- Invite a guest speaker from the Red Cross to do a Community Disaster Education presentation on heat emergencies as part of your project

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Save-a-Life through the Mail

**Description:** Brighten someone's day while providing important life-saving information. Fill colorful envelopes that you design with health and safety information from the Red Cross. Send these mailers to your family and friends.

**What you need:** Standard business envelopes  
Red Cross brochures  
Art supplies: markers, rubber stamps, inkpads, colored pencils

**Approximate cost:** \$3 per person (nine stamps) for postage (optional)  
\$10 art supplies  
\$3 for a box of 100 envelopes  
Paper or note cards

**Time:** 30 minutes to 1 hour depending on how many people are involved in the project and how many envelopes each person makes

**Who is Involved:** Open to any individuals or groups  
Great school group project

**What You Do:**

1. Decorate mailing envelopes with scenes relating to the vital health and safety information you choose to enclose in the envelope (try to make the decorations positive, happy, and upbeat). The Red Cross has information on:
  - Tornado Safety
  - Fire Safety
  - Flood Safety
  - Family Disaster Preparedness
  - HIV/AIDS
  - First Aid
  - And more... Contact your local Red Cross Community Facility to find out about what information they have available.
2. Select the health and safety topic of your choice and secure brochures from the American Red Cross by contacting your local Red Cross community facility or visiting the Red Cross on the web and downloading.
3. Fill the envelopes with the health and safety brochures and a note to the recipient explaining that you have sent them this information with their well being in mind.
4. Stamp and address the envelopes to your family or friends.
5. With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

# **Health and Safety Services**

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** First Aid Kit Collection and Assembly

**Description:** Each classroom or grade level is assigned a first aid kit item to collect. When all items are collected your club assembles them into complete kits. The kits are then distributed to each classroom and/or to people in your community. Everyone gets involved in this project!

**What you need:** Art supplies to make posters advertising the project  
Boxes to collect the items

**Approximate Cost:** Art supplies: \$10

**Who's involved:** This project could be as big or as small as you want. Works great when at least five groups are participating.

**What you do:**

1. Take a look at the list of suggested first aid kit items and decide which ones you want to go in your kits. Make sure all the kits you collect are going to be exactly the same. Determine the total number of kits you want to collect.
2. Assign items to each of the groups that are willing to participate. If you want ten Band-Aids in each kit and you want 100 kits, you need 1000 Band-Aids. Make sure you assign one group the task of bringing in the bag or box to act as the kit for the rest of the items. A ziploc bag or other resealable bag is acceptable.
3. Give each group a deadline so they know when they have to collect all the items. Have a box ready for collections.
4. When the collecting phase is over, get your committee ready to pack the kits. Inspect all items to make sure they are new and in good condition. Set up your assembly line so you know every kit will be exactly the same.
5. Be sure to include a Red Cross brochure on first aid and a listing of first aid classes.
6. Distribute your kits! Take pictures and make copies for all the groups who participated so they know that their hard work went to a very good cause.
7. **Get Credit!** ☺ With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Have a collection jar ready for anyone who wants to donate coins to your project. Use this money to buy any items you need if a few kits end up "short." You might need to buy one extra triangle bandage or two extra tubes of first aid ointment.
- See if you can collect cigar boxes as your first aid kits and decorate them with pictures of the items that go in a first aid kit. Glue a list of emergency numbers to the inside of the box.

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Heart Healthy Valentines

**Description:** Design Valentines for distribution in your community. Include tips for a healthy heart to show that you really care. Your Valentines will be given to local veterans in VA Hospitals, senior citizens, and people who are homebound.

**What you need:** Paper & Art supplies: markers, rubber stamps, crayons, etc.  
No glitter or glue, please!  
Large mailing envelope or a box

**Approximate Cost:** Art supplies: \$20

**Time:** Plan on spending around two hours on a project like this

**Who's involved:** Good activity for a classroom of students or a youth group

**What you do:**

1. Decorate your Valentine. Each person can make one Valentine or several.
2. Include one or all of these tips in your card. Either write them yourself or print them on a piece of paper to include with your Valentine.
  - Do not smoke and try to avoid inhaling the smoke of others.
  - Eat a balanced diet that limits your intake of saturated fat and cholesterol.
  - Participate in continuous, vigorous physical activity for 20-30 minutes at least three times a week.
  - Have your blood pressure checked regularly.
  - Maintain an appropriate weight.
  - Know your family history of heart disease.
  - Get certified in American Red Cross CPR and AED skills
3. Include a personal note wishing the recipient a Happy and Healthy Valentine's Day!
4. Put everyone's Valentines in a large mailing envelope or box.
5. Deliver the Valentines to your local Red Cross Chapter office.
6. **Get Credit!** ☺ With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Teachers can do this activity as an assignment in health class or art class.
- Decorate a bulletin board at your agency or school with extra valentines and the Red Cross heart healthy tips.
- Invite a guest speaker from the Red Cross to do a CPR or AED (automated external defibrillator) demonstration as part of your project.

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

- Project Title:** Ghoulie Bags
- Description:** The Red Cross offers safety tips for Halloween and trick-or-treating. Distribute these tips to youth by enclosing them in a fun ghoulie bag.
- What you need:** Paper lunch bags  
Art supplies  
Candy  
Copies of the trick-or-treat safety tips
- Approximate Cost:** \$30 in supplies for 50 ghoulie bags  
See what you can get donated!
- Time:** Plan on spending about 2 hours on a project like this.
- Who is involved:** This project can be done by a family or a group of people of any size.

**What you do:**

1. Buy your supplies or get items donated.
2. Decorate your bags with Halloween scenes.
3. On the bag write, "The Red Cross wishes you a safe and happy Halloween!"
4. Make copies of the trick or treat safety tips. Put them in the bag or staple them to the bag before you distribute them.
5. Fill the bags with candy.
6. Distribute them at a local youth center or elementary school. Get permission from the youth center ahead of time so you know how many bags to make and you know they will accept them.
7. **Get Credit!** 😊 With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Dress up in costumes when you deliver the bags.
- Use black and orange ribbon to keep the bags sealed shut.
- Become a Kids' Safety presenter and make presentations on Home Alone or First Aid for Little People when you deliver the bags.
- Encourage youth to participate in the Trick-or-Treat for the Troops project.

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

As witches, goblins and super-heroes prepare to descend on neighborhoods across America, the American Red Cross offers parents some safety tips to help prepare their children for a safe and enjoyable trick-or-treat holiday.

**Red Cross Halloween Safety Tips:**

- Plan your route and share it with your family. If possible, have an adult go with you.
- Wear light-colored or reflective-type clothing so you are more visible. (And remember to put reflective tape on bikes, skateboards and brooms, too!)
- Use face paint rather than masks or things that will cover your eyes.
- Cross the street only at corners.
- Look both ways before crossing the street to check for cars, trucks and low-flying brooms.
- Don't hide or cross the street between parked cars.
- Walk, slither and sneak on sidewalks; not in the street.
- Carry a flashlight to light your way.
- Visit homes that have the porch light on.
- Keep away from open fires and candles. (Keep in mind that costumes can be extremely flammable.)
- Accept your treats at the door and never go into a stranger's house.
- Be cautious of strangers and animals.
- Have a grown-up inspect your treats before eating. And don't eat candy if the package is already opened. Small, hard pieces of candy are a choking hazard for young children.

**Want to turn your trick-or-treating into a service project to support active US military? Call 334-749-9981 to learn about Trick-or-Treat for the troops!**

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Food Drive for East Alabama Food Bank (EAFB)

**Description:** Collect non-perishable food items for East Alabama Food Bank's food warehouse or Community Market. EAFB provides food and nutrition services free of charge to low income households or people who have experienced a disaster or crisis without regard to race, religion sex, sexual orientation or national origin.

**What You Need:** Non-perishable food items

**Approximate Cost:** Minimal

**Time:** Open  
Can be done over weeks at a specified collection site (school, office, church) or on a Saturday morning out in front of a local grocery store.

**Who is Involved:** Open to any individuals or groups

**What You Do:**

1. Call EAFB prior to your event to make arrangements and get help in organizing your food drive. The number is 334-821-9006.
2. Make sure people know about your drive with colorful posters and flyers instructing people how to make their donations.
3. If hosting an on-site drive, reserve a time and location for collecting the items. You may have to store them until they can be picked up or delivered. If going to a grocery store, make sure you have enough volunteers to cover all shifts.
4. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office.

**Ideas:**

- Once collected, food needs to be sorted and packed. Sorting is an ongoing activity and a great team building project for groups. Ask EAFB about potential packing opportunities for your group.
- Hand out Red Cross preparedness brochures and EAFB nutrition brochures to food drive participants.
- Make ribbons or name tags for the volunteers working the food drive.
- Make posters with facts about nutrition to decorate your booth/collection site.

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Read All About It!

**Description:** Teach all about the services the Red Cross provides with this simple project. Each month, you change the display of your Red Cross bulletin board to a new line of service. By the end of the year, you'll know everything there is to know about the Red Cross!

**What you need:** Bulletin board  
Red Cross educational material  
Art supplies

**Approximate Cost:** \$20 for a year's worth of art supplies if needed

**Time (each month):**5 hours of prep time

**Who is involved:** One person can be responsible for the display each month or pairs or teams of people can share the job.

**What you do:**

1. Secure a bulletin board in a public place at your school, library, temple, or recreation center.
2. Decide on the monthly themes you would like to use
3. Call the Red Cross for sample materials or visit [www.redcross.org](http://www.redcross.org) for help
4. Assign someone or a few people to be in charge of the monthly changes.
5. Gather your display materials at least a week ahead of time. Lay out your materials so you know whether you have too much or not enough material.
6. Change the displays on the last day of the month.
7. **Get Credit!** 😊 With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- To increase traffic, have a contest on your bulletin board. People who see the display can answer factual questions about the material and enter a raffle for a prize. Give away a first aid kit in the month you do a display regarding first aid.
- At the end of the year, vote on the Most Creative bulletin board or Display of the Year.
- Leave space on your bulletin board for a Red Cross in the News and post articles related to Red Cross that you find on the web or in the newspaper.
- Partner with libraries at your school or in your community to co-host the display. You design the bulletin board and the library can showcase books related to the topic.
- Dedicate a bulletin board to the anniversary of a local disaster – a flood or a fire that everyone will remember.

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Red Ribbons for HIV/AIDS Awareness

**Description:** Red Ribbons symbolize the powerful impact HIV has on our community. People wear ribbons for several reasons such as:  
To support people with HIV  
HIV/AIDS awareness  
To promote HIV prevention education

**What you need:** Glue gun  
Red Ribbon (1/4" wide)  
Safety pins

**Approximate Cost:** Ribbon 10 yards for \$0.50 (approximately 70 ribbons)  
Glue gun \$2.00  
Glue sticks \$1.00 for 22  
Safety Pins \$2.00 for 200

**Time:** It takes 5 people approximately 45 minutes to make 100 ribbons.

**Who is involved:** HIV/AIDS awareness Organizations; East Alabama Aids Outreach  
Red Cross Community Services Partners  
Any community groups

**What do you do:**

1. Cut ribbons 5 " long
2. Fold in half – forming a loop at one end
3. Put a small amount of glue where the ribbon crosses
4. Put the safety pin through the ribbon where the glue is
5. Pass out ribbons (and fact sheets)
6. **Get Credit!** ☺ With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- You could do this event for World AIDS Day (December 1<sup>st</sup>).
- Pass ribbons out with HIV/AIDS fact cards. Facts can include:
  - ❑ HIV is the virus that causes AIDS
  - ❑ AIDS is a result of an HIV infection
  - ❑ HIV is not spread through casual contact
  - ❑ HIV is spread through sex with an infected partner, through blood, vaginal fluid, semen, or breastmilk
  - ❑ People cannot get HIV from giving blood
- ❑ Other facts can be found at [www.redcross.org](http://www.redcross.org) or [www.cdc.gov](http://www.cdc.gov)

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** AIDS Quilt

**Description:** Create a quilt panel with the NAMES Project to commemorate AIDS victims across the country.

**What you need:** Fabric  
Scissors  
Paints/Permanent Markers/ Needle and Thread

**Approximate Cost:** Up to \$100

**Time:** 10 hours

**Who's involved:** As many as you would like. Open it up to all students or just have the kids in your group make a square.

**What you do:**

1. Design the panel. Include the name of the person you are remembering. Please limit each panel to one individual.
2. Choose your materials. Durability is crucial. A medium-weight, non-stretch fabric such as a cotton duck or poplin works best.
3. Your design can be vertical or horizontal, but the finished, hemmed panel must be 3 feet by 6 feet (90 cm x 180 cm)--no more and no less! When you cut the fabric, leave an extra 2-3 inches on each side for a hem. If you can't hem it yourself, we'll do it for you. Backing for the panels is not necessary, but backing is recommended.
4. Create the panel.
5. Write us a letter. Please take the time to write a letter about the person you've remembered.
6. Send it in. Go to [www.aidsquilt.org/images/panelmakerform.pdf](http://www.aidsquilt.org/images/panelmakerform.pdf) and complete the panel maker form. Then send it directly to the NAMES Project Foundation:

Attn: New Panels  
The NAMES Project Foundation  
101 Krog Street  
Atlanta, GA 30307

Be sure to send it by registered mail or with a carrier that will track your package. We prefer that panels be shipped via UPS or Federal Express.

**7. Mark our Progress!** ☺ With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Check the NAMES Project website for more details: [www.namesprojectchicago.org](http://www.namesprojectchicago.org)

# **International Services**

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** One World Connected

**Description:** Establish an email exchange program with Red Cross Units around the world. Communication promotes mutual understanding across nations and allows for free-exchange of ideas.

**What you need:** Computer with internet access  
American Red Cross contact and email address

**Approximate Cost:** Free (with internet access)

**Time:** Varies

**Who is involved:** Classroom project  
Red Cross Clubs

**What you do:**

1. Contact the American Red Cross Community Services Department at 334-749-9981.
2. Make contact with the Red Cross unit overseas.
3. Cc: pnelson@leeredcross.org on all email correspondence.
4. **Get Credit!** 😊 With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- ❑ Use as a project in foreign language class
- ❑ Share Red Cross Club projects and ideas with Youth Red Cross organizations overseas.

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

- Project Title:** School Chests  
"Classroom in a Box"
- Description:** Provide basic school supplies for needy children in disaster and other emergency areas both in the United States and abroad.
- What You Need:** 1 large container (suggest Rubbermaid 18 gal storage box with lid)  
40 notebooks/notepads (lined 8 ½"X11" composition books/bound notebooks)  
120 no. 2 pencils (unsharpened) with erasers  
40 small pencil sharpeners  
40 rulers (metric or metric/inch)  
20 small compasses  
6 boxes of colored chalk  
4 blackboard erasers  
4 packages of drawing paper (8 ½"X11")  
40 boxes of eight crayons (box of eight crayons/colored pencils)  
1 tape measure (metric)  
1 soccer ball  
20 jump ropes

**Approximate Cost:** Try getting all the materials donated and some money for shipping costs

**Time:** Open  
Fall is usually a good time of year, school supplies are on sale.

**Who is Involved:** Open to any individuals or groups  
Great school group project

**What You Do:**

1. Fill School Chest with all supplies listed.
2. Bring it into your most convenient Red Cross Community Facility.
3. **Get Credit!** 😊 With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Handout the School Chest Sign-Up Sheet and have individuals commit to bringing in specific items "pot-luck" style.
- Ask a local merchant if you could set up the bin for their customers to buy and donate supplies.
- Hold a competition between groups or classes to see who can complete their chest the fastest.

<b>School Chest Sign-Up Sheet</b>		
Initial Here		
	1	Chest
	10	notebooks/composition books (lined 8 1/2 x 11 & bound)
	10	notebooks/composition books (lined 8 1/2 x 11 & bound)
	10	notebooks/composition books (lined 8 1/2 x 11 & bound)
	10	notebooks/composition books (lined 8 1/2 x 11 & bound)
	60	No. 2 pencils
	60	No. 2 pencils
	20	small pencil sharpeners
	20	small pencil sharpeners
	20	rulers
	20	rulers
	10	small compasses
	10	small compasses
	6	boxes of colored chalk
	4	blackboard erasers
	4	packages of drawing paper (8 1/2 x 11)
	20	boxes of eight crayons
	20	boxes of eight crayons
	1	tape measure (metric)
	1	soccer ball
	10	jump ropes
	10	jump ropes
		<b>Please bring all items to:</b>
		<b>Deadline:</b>

Thank you for supporting  
the American Red Cross - Lee County Chapter's  
International Services' School Chest Program!

# Fund Raisers

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Car Wash

**Description:** Raise funds for the American Red Cross by hosting a car wash.

**What You Need:** A parking lot that's visible and has access to water hoses  
Buckets, rags and soap (make sure soap is safe for car wax)  
Volunteers!  
American Red Cross posters  
Cash box

**Approximate Cost:** \$20.00 for supplies (can be brought from home or donated)

**Time:** Great project for a Saturday morning—needs to be warm weather.  
Plan a goal of how many cars to wash.  
Plan to run the wash for 3 to 4 hours or more.

**Who Is Involved:** Open to groups of teenagers and older.

**What You Do:**

1. Contact your local Red Cross for posters and information.
2. Promote your Car Wash event (posters, announcements, etc).
3. Wash the cars.
4. Collect money (checks payable to "Lee County Red Cross").
5. **Get Credit!** ☺ With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Many groups use a "suggested donation".
- Hand out Red Cross Community Disaster Education brochures.
- Combine your car wash with a car safety seat check by joining up with the Safe Kids Coalition.

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

- Project Title:** “Pennies From Heaven” (Coin Drive)
- Description:** Raise funds to support American Red Cross services
- What You Need:** Containers – decorate your own coffee cans, milk jugs or large water bottles
- Approximate Cost:** Minimal
- Time:** Open  
Especially timely and needed immediately following disasters.
- Who is Involved:** Open to any individuals and groups  
Great school group project

**What You Do:**

1. Contact your local Red Cross community facility for posters and information.
2. Promote your fundraiser (posters, announcements, etc).
3. Decorate containers.
4. Collect money (checks payable to “Lee County Red Cross”).
5. Take coins to bank—have them make out check to Lee County Red Cross.
6. Deliver the checks and cash to your local Red Cross Chapter office.
7. **Get Credit!** ☺ With your help we’re spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. *Together, we can save a life.*

**Ideas:**

- Have a competition between classrooms to see who can collect the most with a pizza party for the prize. Get the pizza donated from a local vendor.
- Have a penny war. The object is to get pennies into your classroom's jar and to put silver into your competitions jars. The room with the most pennies wins, however, silver takes away from the total.

**American Red Cross - Lee County Chapter**  
**334-749-9981**  
**www.leeredcross.org**

**Project Title:** Blue Jeans for the Red Cross

**Description:** As an incentive for participating in a Red Cross service project or fundraiser, students are allowed to wear blue jeans to school. This project could be very successful at a school wear uniforms are required. Get permission from your club sponsor and principal before doing this project.

**What you need:** Art supplies to make posters advertising the project  
Any supplies needed for your project or fundraiser – see other recipes for ideas

**Approximate Cost:** Art supplies: \$20

**Who's involved:** Your club sponsors the project but all students are eligible for the blue jeans incentive. You might also get faculty or staff involved.

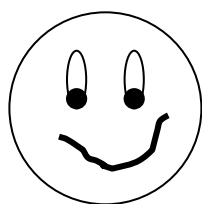
**What you do:**

1. Decide which service project or fundraiser you're going to host. This project works well with the Red Cross coin drive.
2. Determine how this incentive can best promote your program. Maybe the class who donates the most gets to wear jeans? Maybe anyone who gives two or more canned goods to your food drive gets to wear jeans? You determine the rules.
3. When students participate in your project, give them a coupon to wear blue jeans for a day. Make sure you keep a master list of the students who receive coupons so the teachers know who they are.
4. Pick the day that students are allowed to wear jeans. Make a big banner (maybe out of old blue jeans) to thank everyone for their support. Get an announcement in the daily bulletin so that everyone knows that the people wearing blue jeans support the Red Cross.
5. **Get Credit!** 😊 With your help we're spreading vital health and safety information all across your community. Please help us keep track of our outreach in your area. Turn in your Community Services Event Form to your local Red Cross Chapter office. Include in the comments section that you used the Blue Jeans for the Red Cross incentive. *Together, we can save a life.*

**Ideas:**

- A clothing store in your area might donate a coupon for jeans for all the students who participate in your project.
- Make sure students understand that not all jeans comply with the dress code. For example, jeans should not have holes in them. Make sure you set limits and include them on your coupon.

# Get Credit!



**Don't forget to turn in an  
American Red Cross - Lee County Chapter  
Community Services Event Form.**

**Not only does it give your group the credit they deserve, but  
it also helps us track the communities we've served.**

**Thank You.**

## AMERICAN RED CROSS - LEE COUNTY CHAPTER COMMUNITY SERVICES EVENT FORM

<b>Event/Project Name:</b>
----------------------------

<b>Start Date:</b>	<b>Start Time:</b>
<b>End Date:</b>	<b>End Time:</b>

<b>Organization:</b>		
<b>Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip Code:</b>

<b>Contact Person:</b>	
<b>Phone Number:</b>	<b>E-mail Address:</b>

<b>Number of Workers/Volunteers</b>					
Youth (17& under):		Young Adult (18-24):		Adult (25 & older):	

PLEASE SELECT THE ONE ACTIVITY THAT BEST DESCRIBES YOUR EVENT/PROJECT			
<input type="checkbox"/>	Service Project (collection/production of items)	Number of Items:	
<input type="checkbox"/>	Distribution/Presentation of Disaster Preparedness Information	Number of People Reached:	
<input type="checkbox"/>	Distribution/Presentation of HIV/AIDS Awareness Information	Number of People Reached:	
<input type="checkbox"/>	Distribution/Presentation of General Red Cross Information	Number of People Reached:	
<input type="checkbox"/>	Red Cross Club Meeting	Number of People Reached:	
<input type="checkbox"/>	Red Cross Fund Raiser	Amount Raised:	
<input type="checkbox"/>	I'm OK Program	Number of Tags:	Number of Visits:
<input type="checkbox"/>	Other:		

<b>Comments/Details:</b>
--------------------------

<b>Form Completed By:</b>	<b>Date:</b>
---------------------------	--------------

FOR RED CROSS USE ONLY					
Community Services Unit:		Line of Service Supported by Activity:			
Date Received:		Received By:		CHERS Event #	



## AMERICAN RED CROSS - LEE COUNTY CHAPTER COMMUNITY SERVICES EVENT FORM

<b>Event/Project Name:</b>
----------------------------

<b>Start Date:</b>	<b>Start Time:</b>
<b>End Date:</b>	<b>End Time:</b>

<b>Organization:</b>		
<b>Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip Code:</b>

<b>Contact Person:</b>	
<b>Phone Number:</b>	<b>E-mail Address:</b>

Number of Workers/Volunteers					
Youth (17& under):		Young Adult (18-24):		Adult (25 & older):	

PLEASE SELECT THE ONE ACTIVITY THAT BEST DESCRIBES YOUR EVENT/PROJECT			
<input type="checkbox"/>	Service Project (collection/production of items)	Number of Items:	
<input type="checkbox"/>	Distribution/Presentation of Disaster Preparedness Information	Number of People Reached:	
<input type="checkbox"/>	Distribution/Presentation of HIV/AIDS Awareness Information	Number of People Reached:	
<input type="checkbox"/>	Distribution/Presentation of General Red Cross Information	Number of People Reached:	
<input type="checkbox"/>	Red Cross Club Meeting	Number of People Reached:	
<input type="checkbox"/>	Red Cross Fund Raiser	Amount Raised:	
<input type="checkbox"/>	I'm OK Program	Number of Tags:	Number of Visits:
<input type="checkbox"/>	Other:		

<b>Comments/Details:</b>
--------------------------

<b>Form Completed By:</b>	<b>Date:</b>
---------------------------	--------------

FOR RED CROSS USE ONLY					
Community Services Unit:		Line of Service Supported by Activity:			
Date Received:		Received By:		CHERS Event #	

