



Monday, January 21, 2008 will be the 22nd national King Holiday, a Day of Service in remembrance of Dr. King's lifelong commitment to his fellow man. This year, Volunteer Memphis/ Hands On Memphis will host the 8th annual Martin Luther King, Jr. Summit on Service, a series of events designed to serve as a starting point for meaningful volunteer action and community participation. VM/HOM will coordinate multiple neighborhood associations, community centers and nonprofit agencies to provide volunteer projects which will spread the message of Dr. King's legacy. These opportunities are offered to volunteers as a beginning for engagement in sustained community action and subsequent social change.

Below, please find a *tentative* schedule of activities, information on proposing a volunteer project and a project proposal form to be submitted to VM/HOM by November 6th, 2007.

If you have any questions regarding the development of a project, please contact Ashley Harper, Hands On Program Coordinator at 523-2525, Ext 221, or ashley@handsonmemphis.org.

We look forward to a fantastic day of service and a long-term engagement of volunteers in our community.

Saturday, January 19, 2008

9 a.m. -11 a.m. Summit On Service at Rhodes College, Community Conversations and keynote speaker on the subject of nonviolence.

1 p.m. – 4 p.m. Ignite the Dream children's program at the National Civil Rights Museum.

Monday, January 21, 2008

8:30 a.m. Opening Ceremony and Invocation, location TBD

9:30 a.m. – 4 p.m. Projects will take place at various times as determined by agencies.



What kind of project should I propose?

In 2008, we will focus on the following impact areas: **Poverty/ Hunger/ Homelessness; the Environment/ Community Revitalization and Human Justice/ Discrimination.** The project must make an impact on one of these categories to be considered.

Be creative with your proposals. Our volunteers love participating in new and exciting projects. Is there something you've been wanting to try? Let us help you out! Please see the attached list of sample projects.

How much time will the volunteers spend at my agency?

There will be an opening ceremony at 8:30 (location TBD), but projects time is flexible. Projects should begin after 9:30 and end by 4pm, but within this frame, agencies and organizations are free to decide what start and end time works best to accomplish the tasks at hand. Please be sure to build in time for a brief overview of your agency and the important work you do as well as time for any post project reflection, wrap up and clean up. Our volunteers will do their best to finish the project on MLK Day, but if it doesn't get done, Hands On Memphis is not responsible for finishing the project at a later date.

That said, we would love to have MLK Day projects inaugurate long-term volunteer projects.

How many volunteers should I request?

The **minimum** number of volunteers you may request is **25**. You may have more than one task for groups as long as the minimum total equals 25. For example, you may have 15 volunteers working on a mural and 10 volunteers building book shelves. Request as many volunteers as you will realistically need to complete the project. Please provide us with a minimum and maximum number of volunteers. We will do our best to send you your maximum number, but we cannot always fill projects completely. It is a good idea to prioritize your project so that you and the PC have a contingency plan in case you don't get your maximum number of volunteers. We do need several projects for large groups. If you have a project that can take up to 100 volunteers, send it our way!

How old will the volunteers be?

We have volunteers of ALL ages! Since January 21st will be a holiday for many schools and places of business, we hope to make the majority of projects accommodating for younger volunteers. If this is not plausible for your agency, simply note age limits on the proposal form.

What will Hands On Memphis provide?

Hand On Memphis will supply volunteers and any re-usable supplies such as paint brushes, hammers or rakes that we have in our inventory. However, it is up to you to supply things such as paint, plants, paper or any other supplies that cannot be used again. Hands On Memphis will also provide you with a trained Project Coordinator (PC) that will serve as the volunteer leader on MLK Day, and will meet with you once during the planning period to go over details and logistics.



22 N. Front St, Ste 780 – Memphis, TN 38103 – 901.523.2425 – ashley@handsonmemphis.org

Sample Projects

- **Neighborhood Associations and CDCs:** Volunteers can create and distribute door hangers with information on community resources, recycling, environmental tips or violence prevention.
- **Parks, Community Centers, Schools:** Youth-led mural projects on images of unity, diversity, non-violence, etc.; day camp for parents working on MLK holiday
- **Elementary schools:** Volunteer-led educational activities, role plays designed to teach kids about Dr. King and why we have a day in his honor (project template provided by HOM).
- **Hospitals:** Volunteers can create, distribute MLK Day craft and learning activities for children or register bone marrow and organ donors
- **Churches:** Partner with congregations to recruit volunteers for “service after the service”
- ***Other: Clean-ups, graffiti removal, painting, performance, clothing and food drives, volunteer-led job skills training sessions***





**Project Proposal: Martin Luther King, Jr. Day of Service
January 21, 2008**

Agency Name:

Agency Contact:

Title:

***An Agency Representative MUST be present during the project.**

Phone:

Fax:

E-mail:

Day of Project Phone:

Project Information

Please mark the box next to the impact area that best includes your project.

Poverty/ Hunger/ Homelessness

The Environment

Community Revitalization

Human Justice/ Discrimination

Describe what the volunteers will be asked to do. Please be as specific as possible (use back or attach sheet if necessary).

Street Address of Volunteer Opportunity:

**If this is different from meeting place, please note meeting place as well.*

Check One: Primarily Outside Work

Primarily Inside Work

**Remember, this will take place in late January, so please be realistic about the chances of inclement weather.*

Driving Directions from I-240:

Closest Major Intersection:

Maximum Estimated Number of Volunteers Needed (minimum 25):

Minimum Age:

Family Appropriate: ____ yes ____no

Can this project be done by people with physical limitations?

What kind of tools (if any) will be needed to complete the project?

Return by 11/06/07 to: Ashley Harper, 22 N. Front St, Ste 780, Memphis, TN 38103, fax at 523-7107 or email ashley@handsonmemphis.org

Volunteer Memphis/ Hands On Memphis reserves the right to reject any volunteer opportunity. Please return by Monday, November 6, 2007.