

KEY CLUB

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THE KEY CLUBBER'S GUIDE TO PLANNING A PROJECT FOR KIWANIS-FAMILY MONTH



Table of Contents

Word from the Committee Chair.....	3
Sample K-Family Projects.....	4
Project Planning Form.....	6
Project Planning Checklist.....	8
Reminders.....	9



Greetings from the Committee Chair

Dearest Key Clubbers,

Did you know that November is Kiwanis-Family Month? Well if not, you do now! Kiwanis-Family Month is a month set aside by Kiwanis International for all branches to come together to do service and learn about each other.

This year, the goal of the New York District Key Club's Kiwanis-Family Relations Committee is 15,000 hours. We are looking for November to be a huge month for us. This packet was made to help you and the representative(s) from the corresponding K-Family branch(es) you're working with to keep your project planning organized and all in one, neat packet.

We have included many things in this packet for your use. There are sample projects from divisions, a planning checklist, a project planning form, and much more! Use this if you're looking to be more organized.

If you do not know of any Kiwanis-Family Clubs in your area (including K-Kids, Builders Clubs, other Key Clubs, Circle Ks, Aktion Clubs or Kiwanis clubs,) please contact your Lieutenant Governor. They should have all of this information for you.

Happy planning!

Yours ever in Friendship & Service,

Dylan Gross

Lieutenant Governor, Division 7

Chair, Kiwanis-Family Relations Committee

New York District of Key Club International

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Sample Projects from around the District

Every division is different. Each one has something they are attainable to them, but not for others. The Committee has asked one lieutenant governor from areas around the district about some successful K-Family event that their division has participated in.

Division 2 – Lt. Governor Stephanie Salinas

Throughout the summer, Divisions 1, 2 and 3 had been working together to create a fundraiser that would be fun, appealing, and profitable. After brainstorming a couple of ideas we agreed that a Volleyball Tournament would work best. The event was to be held on Friday August 20th from 3-6p.m at a local park. We had music, food and a lot of picture taking opportunities! By the end of the day we had raised money for the Fisher House, one of our ten district charities, and also school supplies for a local charity that helped students during the back to school

Division 6 – Lt. Governor Domenick Pesce

The WT Clarke Key Club hosted the second annual Talent Show on May 25th to an auditorium filled with family and friends, gathered to see all the talented performers. Preparation began a few months earlier with the recruitment of talent. After a period of immense interest, the club was able to narrow its participants down to 14. The night began with a piano/singing performance that started the show with a bang. The first half of the show included a contemporary dance, belly dancing, and a cappella performance of “You Raise me Up”, and a medley of songs played on guitar and bongo. The last act was a dance routine from three teachers that blew the crowd away.

Division 8 – Lt. Governor Christina An

On July 31, 2010, Division 8 participated in an annual Kiwanis event called the Independence Residences Inc. Picnic. This picnic was dedicated for the disabled and handicapped workers and for their families. The Kiwanians of Queens West asked for volunteers to help serve and cook the food, make and serve popcorn and ice cream, and to face paint. There were a total of 75 Key Club members who attended this K-Family event from Division 8 and we all had a fantastic time!

Division 12 – Lt. Governor James Florakis

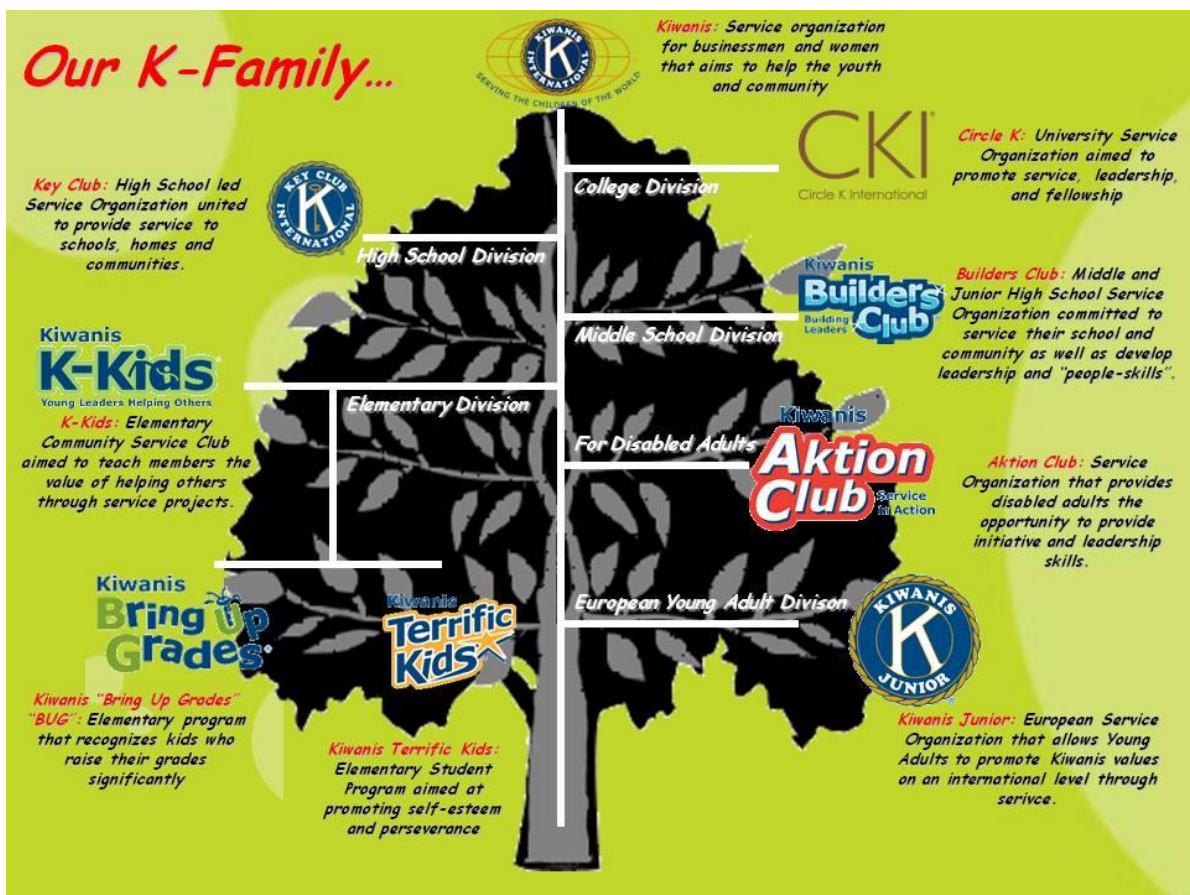
Last year, the New Rochelle Key Club and their sponsoring Kiwanis Club got turkeys from a supermarket and distributed them to the homeless around Thanksgiving time in their surrounding area.

Division 18 – Lt. Governor Emily Gicewicz

Bowling Event – Division 18 recently participated in a bowling event! Key Clubbers planned out the event while Circle Kers and Kiwanians came and enjoyed bowling with the other branches!

Division 25 – Lt. Governor Nicole Murray

Book Bus - Using all K-Family organizations to publicize and organize, have a city wide-book drive, the ultimate goal being to fill an entire school bus with books! Members of all ages can come to the event, bring a book and once the goal is reached, help organize, package, and bring the books to be donated.



K-Family Project Planning Checklist

Communication – The first step in planning any project is communication. This is easy when only dealing with one club but if you want to plan a K-Family project then communicating becomes more complicated but more important.

Decide On A Project Concept – If you have an idea for a project then communicate it to the K Family club that you are interested in working with. If you have no idea of what to do for a project include your K-Family club in the brainstorming process. Most importantly make sure that the project will be engaging for both your club and the K-Family club you are working with.

Attend a Meeting – Start by attending a meeting of the K Family club which you would like to work with on your project. Introduce the project idea and make it clear to the club what you are expecting from them.

Plan Event – Hold small group meetings to plan the logistics of the event and make sure that there are representatives from all K Family clubs involved.

Hold Event – Make sure that the date and location of the event is told to all clubs far in advance to allow for good participation by those clubs involved.

Wrap-Up Meeting - Hold a “Wrap Up” meeting and invite all of the K-Family clubs involved. Discuss the event and whether it was successful or not and thank all of the K-Family clubs for their corporation.

Reminders!

CLUB PRESIDENTS

You should contact your Kiwanis-Family Counterparts on a weekly basis. Invite them to your home club's meetings and projects, and let them know what your club has been up to. Set up a conference call if you can.

CLUB SECRETARIES

Remember the rule of three! When recording hours for the Monthly Report Forms, remember that any event (divisionals, Kiwanis meetings, interclub projects, etc.) count as Kiwanis-Family Hours as long as three or more members are in attendance with three or more members of any branch of the K-Family (K-Kids, Builders Club, Key Club, Circle K, Aktion Club, Kiwanis.)

ALL KEY CLUBBERS

Visit these websites for more K-Family information!

www.kkids.org

www.builders.org

www.keyclub.org

www.circlek.org

www.aktionclub.org

www.kiwanis.org



Kiwanis
Service Leadership Programs

A Kiwanis-Family Member
www.nydkc.org | www.keyclub.org