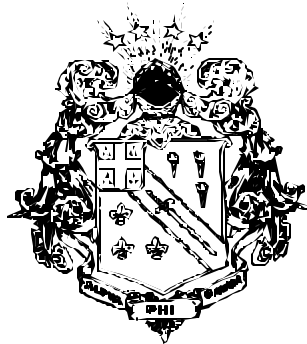


SKY'S THE LIMIT

Guide to start planning for National Service Week 2002



National Program of Emphasis for 2001-2002

**“Forging into the next millennium by providing service to
fraternity, campus, community, and nation”**

National Service Week 2002 Theme

**“Utilizing our resources to build a stronger community
and nation”**

November 3 - 9, 2002

The two years outlined by the *National Program of Emphasis* helps support the belief that Alpha Phi Omega should rededicate its efforts to the four-fold service program for the future. Through 75 years of dedication to service, it seemed appropriate to reemphasize the four core service initiatives that originally created the foundation for service within this Fraternity. In light of this idea, the *National Service Week theme for 2002* will allow chapters to address the second two fields of service, community and nation, as each chapter prepares to mobilize resources and serve those in need.

A WELCOME

by Ed Richter, National Service and Communication Director

Dear Brothers:

For more than 76 years, Alpha Phi Omega has been the leading collegiate-based service organization on America's college campuses.

Our four-fold fields of service are the foundation of our national and local service programs. At the 2000 National Convention, your Brothers chose the four fields of service to be the Program of Emphasis.

In 2001, chapters focused National Service Week efforts on service to the Fraternity and to the Campus.

For 2002, the theme for National Service Week is "Utilizing our resources to build a stronger community and nation."

Alpha Phi Omega is one of America's greatest resources – an energetic organization of men and women who are dedicated to their communities and nation.

We demonstrated that energy and action after the tragedy of the September 11, 2001, attacks as Brothers across the nation stepped up to do whatever was needed to assist our nation during some dark days. Alpha Phi Omega was that shining light that led the way on many campuses.

This guide is designed to assist your chapter to begin thinking about what service projects you can do for your community and our nation during National Service Week, November 3-9, 2002.

NSW Co-Chairs Jason Willis and Amy Masters are ready to assist your chapter in the coming months to develop an outstanding project. Other resources include your Regional Service Chairs, your Sectional Chair, your Regional Director, and myself. Help is just a phone call or an e-mail away.

In addition, Jason and Amy will be sending more information and ideas to chapters in monthly mailings next fall. A National Service Week Handbook

will be sent to your chapter in late August with more information and ideas for your chapter to think about. All of this information will be posted to the national web site, www.apo.org.

Your project can be as big or small as you would like it to be because this effort is totally up to you and the Brothers of your chapter.

The whole idea is for your chapter to participate, as well as encourage other students and/or student organizations to become involved as well. But now is a good time to begin thinking about what your project will be and to use the summer months to begin planning your project. Another way to think about this is that Prior Planning Promotes Phenomenal Performance.

I look forward to hearing more about your National Service Week projects.

Yours in Service,

A handwritten signature in black ink, appearing to read "Ed". The signature is stylized with a large, sweeping "E" and a smaller "d".

Ed Richter
National Service/Communications Director

“Yesterday has gone. Tomorrow is not yet here. We have only today. Let us begin.”

- Mother Theresa

LIGHTBULBS: IDEAS FOR NSW 2002

These are just a few ideas that you could **begin** thinking about and start preliminary planning for NSW 2002

REMEMBER: The project(s) doesn't have to be big, it can be small. Every bit counts...every bit.

- Community carnival
- Raise money for a breast cancer/homelessness awareness advocacy group
- Walk or raise money in a walk to fight a national issue
- Plant a garden around a local neighbor's house
- Connect with Habitat for Humanity to help build a home in the local community
- Tutor in the local community through a program on campus
- Mentor a child in the local community through a program on campus
- Run a book drive on campus to benefit a local library or charity
- Run a clothing drive for a local homeless shelter
- Volunteer at a local elderly home
- Volunteer at a Ronald McDonald House
- Volunteer at a local food bank
- Assist at polling locations for your area

“The greatest gift is a portion of thyself.”

- Ralph Waldo Emerson

THE WORLD WIDE WEB: MORE RESOURCES FOR NSW 2002

These websites and listservs may provide ideas to help **begin** planning for NSW 2002.

Please remember that this list is not all-inclusive; there are going to be other resources that you can and SHOULD use in your planning. A good place to start is by looking at what projects have typically been most popular in your chapter; most chapters have little difficulty finding service opportunities locally, and there are many well-known national organizations that can always use help, even in the smallest communities. It might be possible to develop your own mini-theme within the broader one provided, depending on the needs of your community and the interests of your chapter. Use these themes to help promote Alpha Phi Omega in any media coverage you seek. Educating people about Alpha Phi Omega, and involving them in service, is service as well!

<http://www.apo.org/>

Your regional/sectional homepage

Other chapters' homepages (joint projects can be GREAT for PR)

<http://www.shine.com/volunteer.html>

<http://www.communityservice.org/>

<http://www.servenet.org/>

<http://www.idealists.org/>

<http://www.cool2serve.org/>

<http://www.change.net/>

<http://www.serviceleader.org/>
<http://www.fiu.edu/~time4chg/Library/bigdummy.html>
<http://nicssl.jaws.umn.edu/>
<http://csf.colorado.edu/sl/orgs1.html>
<http://www.cmer.org/clearinghouse/>
<http://www.nationalservice.org/>
<http://www.wics.org/>
<http://www.volunteermatch.org/>

Additionally, many of these pages have listserv subscription information on them, so you can receive updates on service opportunities in your area, year-round.

PULLING TEETH: ENCOURAGING PARTICIPATION IN NSW 2002

These are some suggestions to increase participation in NSW 2002.

- Offer to hold a chapter party for the brothers who participate
- Prorate service hours
- Give special recognition at chapter meetings and chapter events to those who participate in NSW 2002
- Small gifts for those who participate
- Ask chapter officers not to schedule too much for that week
- Have the chapter's pledge class schedule events during NSW 2002

STILL STUMPED?

Needing a really novel idea for a service project? Looking for a way to break through the apathy plaguing your chapter? Wanting to make an impact on your community, but just can't figure out how? Feel free to contact us at:

Amy Masters, NSW Co-Chair

amy.masters@killraven.com

Jason Willis, NSW Co-Chair
Ed Richter, National Service &

willis22@cua.edu

Communication Program Director service.director@apo.org

“Service is the rent we pay for being. It is the very purpose of life and not something you do in your spare time.”

- Marion Wright Edelman

PROJECT PLANNING FORMAT

Success of a project depends on the committee leader and members working together on a planned program. Use of the steps below will assure that your project will be successful.

PLANNING:

1. *Primary purpose (what is the primary reason you want to run this project?)*
2. *What are the specific goals to be accomplished by this project?*
3. *What are the specific assignments? (list duties and fill in names as assignments are made.)*
4. *What materials and supplies are required?*
5. *What outside resources will be used?*
6. *What problems do you anticipate needing to overcome in order to successfully complete this project? Outline alternative methods to over- come each problem.*
7. *List the specific steps to be taken to bring this project to a successful completion. Show approximate date for each step. Note any deadlines.*
8. *Complete a proposed budget showing all anticipated income and expenses.*

IMPLEMENTATION:

9. *Record the specific steps as taken and results of each.*
10. *Record any revisions in plans as they become necessary.*

11. Record income and expenses as they occur.
12. Record the actual work done by each person.

EVALUATION:

13. Give a capsule evaluation of the project in relationship to your plans and goals.
14. What went well and should be done again?
15. Describe any problems not anticipated and how they were handled.
16. What changes would you make if you were to run this project again?
17. Explain any financial problems encountered. Was the project a financial success/burden compared with your expectations?
18. Would you recommend running this project again? (Be specific as to the benefits/drawbacks of running this project for the chapter and for the people who benefited from it.)

(Answer each question in writing on a separate sheet of paper. **You should answer questions 1 - 8 before you begin work on this project.**)